4097

BILL NO. S-78-06-17

SPECIAL ORDINANCE NO. S-99-78

AN ORDINANCE approving blanket purchase orders - City Utilities Purchase Order Nos. B-0013 with Shrex of Fort Wayne, B-0014 with Doubleday Brothers, B-0015 with Business Equipment for supplies for the Office Services Department.

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF FORT WAYNE, INDIANA:

SECTION 1. That the blanket purchase orders - City Utilities Purchase Order Nos. B-0013, B-0014, and B-0015, dated May 26, 1978, between the City of Fort Wayne, by and through the City Utilities Purchasing Agent and the Board of Public Works and Shrex of Fort Wayne, Doubleday Brothers, and Business Equipment, respectively, for:

> various office supplies, paper, envelopes, folders, dictionaries, pens, storage boxes, tape, etc. for the Office Services Department.
>
> The three companies selected were the lowest bidders, and items for which they bid the lowest price will be purchased specifically from that supplier thus insuring added savings,

all as more particularly set forth in said purchase orders, which are on file in the Office of the Department of Purchasing and are by reference incorporated herein and made a part hereof, be and the same is in all things ratified, confirmed and approved.

SECTION 2. That this Ordinance shall be in full force and effect from and after its passage and approval by the Mayor.

Councilman

Read the first time in full and on motion by Burns, seconded by Moses, and duly adopted, read the second time by title and referred to the Committee on City Utilities (and the City Plan Commission for recommendation) and Public Hearing to be held after due legal notice, at the Council Chambers, City-County Building, Fort Wayne, Indiana, on _____, the _____ day of _____, 19__, at _____ o'clock ____ M.,E.S.T.

DATE: 6-13-78

Charles W. Westerman
CITY CLERK

Read the third time in full and on motion by Burns, seconded by Hinga, and duly adopted, placed on its passage.

PASSED (~~LOST~~) by the following vote:

| | AYES | NAYS | ABSTAINED | ABSENT | TO-WIT: |
|---|---|---|---|---|---|
| TOTAL VOTES | 9 | | | | |
| BURNS | X | | | | |
| HINGA | X | | | | |
| HUNTER | X | | | | |
| MOSES | X | | | | |
| NUCKOLS | X | | | | |
| SCHMIDT, D. | X | | | | |
| SCHMIDT, V. | X | | | | |
| STIER | X | | | | |
| TALARICO | X | | | | |

DATE: 6-27-78

Charles W. Westerman
CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as (ZONING MAP) (GENERAL) (ANNEXATION) (SPECIAL) (APPROPRIATION) ORDINANCE (RESOLUTION) No. S-99-78 on the 27th day of June, 19 78

ATTEST: (SEAL)

Charles W. Westerman
CITY CLERK

Samuel J. Talarico
PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 28th day of June, 19 78, at the hour of 11:00 o'clock A. M.,E.S.T.

Charles W. Westerman
CITY CLERK

Approved and signed by me this 29 day of June, 19 78, at the hour of 8:30 o'clock _____ M.,E.S.T.

Robert E. Armstrong
MAYOR

Bill No. S-78-06-17

REPORT OF THE COMMITTEE ON CITY UTILITIES

We, your Committee on City Utilities to whom was referred an Ordinance approving blanket purchase orders - City Utilities Purchase Order Nos. B-0013 with Shrex of Fort Wayne, B-0014 with Doubleday Brothers, B-0015 with Business Equipment for supplies for the Office Service Department

have had said Ordinance under consideration and beg leave to report back to the Common Council that said Ordinance DO PASS.

PAUL M. BURNS - CHAIRMAN

JAMES S. STIER - VICE CHAIRMAN

VIVIAN G. SCHMIDT

WINFIELD C. MOSES, JR.

FREDRICK R. HUNTER

6-27-78 CONCURRED IN

DATE CHARLES W. WESTERMAN, CITY CLERK

# Memorandum

**To** H. P. Wehrenberg, Board of Works **Date** May 26, 1978

**From** Ruth Winget, Purchasing Department

**Subject** Bid #469, Office Supplies 7/1/78 to 6/30/78

**COPIES TO:**

E.A. Stanczak Jr.
G. Thayer

The following Purchase Orders, attached, cover the subject items for Office Services Department.

| | | ESTIMATED |
|---|---|---|
| Business Equipment | B-0015 | $ 1,699.88 |
| Shrex of Ft. Wayne | B-0013 | 2,109.42 |
| Doubleday Brothers | B-0014 | 7,080.59 |

TOTAL ESTIMATED VALUE:$ 10,889.89

Total prices for each bidder are shown on the attached spread sheet. If we had gone totally with the low bidder (Doubleday Brothers) the estimated quantity total dollars would have been $211.62 additional.(Total bid of $ 11,101.51 V/S the above total of $ 10,889.89.)

We contacted, per attached list,Eight (8) possible bidders and received only Three (3) offerings.

Attached are the following documents in support of the recommendation for acceptance of above vendors bids:

1. Copy of all vendor's bids.
2. Purchase Order Nos. B-0013, 0014 and 0015.
3. Copy of tabulation sheet.
4. Copy of bid mailing list.

It is urged that in referring this bid to the City Council for enactment of an ordinance, that all of the attached items, together with this memorandum (or copies), be included with the proposed ordinance.

Please make sure that no confirming Purchase Order Numbers are given to the above vendors until evidence of Council approval is furnished to the Purchasing Department.

R. A. Winget
R. A. Winget

Approved: R. F. Bugher
R. F. Bugher

6/1/78

66-34-19
5/31/78

FORM DP2B 5-68

# CITY OF FORT WAYNE
## DEPARTMENT OF PURCHASES
Number One Main St., Ft. Wayne, Ind. 46802



Ref. No. 469

Date April 18, 1978

Date wanted

Fund Appropriation No.

### INVITATION

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Address your reply as indicated below.*

*Mail all replies and correspondence, etc. to Att. of R. F. Bugher 423-7037 DEPARTMENT OF PURCHASES

Address Room 470, Number One Main St., Ft. Wayne, Ind. 46802

REQUIRED FOR DELIVERY TO:

Department or Division Office Services Department

Address Basement, City County Bldg. One Main Street
Fort Wayne, Indiana 46802

RETURN ORIGINAL TO THE CITY—RETAIN DUPLICATE COPY FOR YOUR FILE

Closing Time of Bids Thursday, May 11, 1978 at 10:30 A.M.

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY'S INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 34508. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 10 on reverse hereof for details.

TAX EXEMPT (Unless otherwise indicated)

| Quantity | Unit | Materials, Supplies, Equipment or Services | Unit Price | Total Amount |
|---|---|---|---|---|
| | | OFFICE SUPPLIES - July 1, 1978 thru June 30, 1979 | | |
| | | The award of this bid may be made on either an item by item or on an overall basis, as we determine the most beneficial to the City. | | |
| | | The supplies will be shipped only upon issuance of Purchase Orders as the need dictates. | | |
| | | Vendors must be able to supply from stock. If requests cannot be filled within seven (7) days, then approval will be required for extended delivery. | | |
| | | The Brand Names and Numbers are only intended to be used as a guide for bidders. If alternate is to be quoted it must be equal or better. Please list manufacturer and number on line provided. | | |
| | | All Unit Prices are to be extended. | | |
| | | Affirmative Action Program On File:_____ Attached:_____ | | |

Bid Bond required NO ☐ YES ☒ 5% of Bid Performance Bond NO ☒ YES ☐

See instruction item No. 15 on reverse side hereof.

Terms Net % cash discount if paid within ____ days from delivery and acceptance of goods or completion of services.

### PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid be accepted within a reasonable time from date of closing, to furnish any or all of the items or render such services upon which prices are quoted, in accordance with the specifications applying and at the price set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within ___ days from receipt of order

IMPORTANT As delivery may be a deciding factor in the award of an order, it is important that bidders furnish the information requested above.

Sign Here:

Business Equipment Co.
Name of Company

For Arden G. Oberst Title Board Chairman

Address 620 S. Calhoun St

City Fort Wayne Ind 46802 Date 5-9-78

| ITEM | Est. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 1. | 50 | Accopress Binders, 11 x 8½, side openings BFS 2507 | .55 | 27.50 |
| 2. | 40 | Accopress Binders, 11 x 8½, end opening BFS 1074 | .66 | 26.40 |
| 3. | 80 | Accopress Binders, legal size, end opening red, with 3" capacity | .85 | 68.00 |
| 4. | 40 | Wilson Jones 14-14 lin Nylon Prong Binders, 14 7/8 x 11 sheet | 1.87 | 74.80 |
| 5. | 40 | Three-Ring, Loose-leaf, Hard cover 1" Ring with cloth hinge, Binders, Rogers 4345-14 | 2.50 | 100.00 |
| 6. | 10 | National 63-161, 9½ x 6 Binders Sub W.J. 364-12B | 1.85 | 18.50 |
| 7. | 10 | National 64-261, 9½ x 6 Three Ring binders, Sub. Rogers 3329-12 1" Rings | 2.37 | 23.70 |
| 8. | 10 | National 87-784 Black, Hard Covers Three-ring Binders 3" Rings | 6.85 | 68.50 |
| 9. | 10 | Wilson Jones 345-40, 8½ x 5½ 2" Ring Binders, Sub. Rogers 1345-40 | 3.70 | 37.00 |
| 10. | 10 | Rogers 4345-10, 8½ x 5½ 1" Binders stiff back, three ring | 2.50 | 25.00 |
| 11. | 10 | Rogers 1344-14L, 11 x 8½ 1" Ring Binders | 5.28 | 52.80 |
| 12. | 10 | Rogers 1349-44, three hole, black hard cover Binders 2" Rings | 3.24 | 32.40 |
| 13. | 4 | Borum & Pease 1471 Roll Books 14 1/4 x 9 1/4, with 150 pages | 9.18 | 36.72 |
| 14. | 10 | National Account Books, 37-331, or Borum and Pease 67-1/8, 150 pages | 4.50 | 45.00 |
| 15. | 100 | National 46-577 Money receipt books, 50 leaves, Sub. Wilson Jones S1607 | .50 | 50.00 |
| 16. | 150 | Steno Notebooks, 36-746, Sub Wilson Jones 1115W | .30 | 45.00 |
| 17. | 20 bx. | Blue Manuscript Covers, 9 x 15½, 100 per box, Eaton 225 | 2.95 | 59.00 |
| 18. | 1M | Slider Back Report Covers - Clear | .12 | 120.00 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. PRICE |
|---|---|---|---|---|
| 19 | 500 | #1128 Duo-Tang Covers, Light Blue with Pockets on both covers | .21 | 105.00 |
| 20. | 1000 | #1258 Duo-Tang Covers, Green, Gray, Red Light Blue, and Dark Blue | .15 | 150.00 |
| 21. | 12 sets | Drawer Frames 8½ x 11 | 1.93 | 23.16 |
| 22. | 12 sets | Drawer Frames 8½ x 14 | 2.06 | 24.72 |
| 23. | 6000 | 8½ x 11, 1/3. 1/5, or straight cut file Folders, heavy manila | 31.90M | 191.40 |
| 24. | 1400 | Legal size file folders, 1/3, 1/5. or straight cut , Manila | 4.14-C | 57.96 |
| 25. | 10 boxes | Pendaflex Folders 8½ x 11 Hanging | 4.14BX | 41.40 |
| 26. | 10 boxes | Pendaflex Folders 8½ x 14 Hanging | 4.78 | 47.80 |
| 27. | 150 | 1524E Redrope file pockets, letter size | .53 | 79.50 |
| 28. | 70 | 1526E Redrope vertical file pockets | .60 | 42.00 |
| 29. | 700 | #1514C,11-3/4 x 9½ vertical file pockets | .44 | 308.00 |
| 30. | 150 | #1516C, Legal size Pronto file pockets | .52 | 78.00 |
| 31. | 50 | #1536G Redrope legal size file pockets with 5½" expansion | .70 | 35.00 |
| 32. | 300 | #1534-G File Pockets | .61 | 183.00 |
| 33. | 50 | Smead #1075G Expanding Wallets | .92 | 46.00 |
| 34. | 6 | Webster Collegiate 7th Edition Dictionary | 7.88 | 47.28 |
| 35. | 5000 | Sub. 20, size 2-7/16 x 4-5/16 Manila coin envelopes, with end flap | 863 | 43.15 |
| 36. | 100 | Sub. 28, 9 x 12 White Catalogue Envelope | 3.74-C | 3.74 |
| 37. | 500 | Sub. 32, 7½ x 10½, glazed Kraft Klasp Envelopes | 3.23-C | 16.15 |
| 38. | 1000 | Sub. 32, 10 x 13 Glazed Kraft Klasp Envelopes | 5631-M | 56.31 |
| 39. | 1000 | Sub. 32, 11½ x 14½ Glazed Kraft Klasp Envelopes | 6922-M | 69.22 |
| 40. | 1000 | Sub. 32, 12 x 15½ Glazed Kraft Klasp Envelopes | 75.26M | 75.26 |
| 41. | 1600 | Sub. 32, 6 x 9 Glazed Kraft Klasp Envelopes | 3.43-C | 54.88 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 42. | 1000 | Sub. 32, 10 x 15 Glazed Brown Kraft Envelopes without clasp, gummed end flap | 49.38 M | 49.38 |
| 43. | 500 | 9¼ x 14½ Manila Envelopes, with clasp | 6.24 C | 31.20 |
| 44. | 500 | 10 x 15 Manila Envelopes with clasp | 6.75 C | 33.75 |
| 45. | 8000 | 9 x 12 Brown Clasp Envelopes | 46.15 | 369.20 |
| 46. | 30 sets | Smead 1151-25, 11 x 8½ Pressboard file guides, metal tabbed. | 4.95 | 148.50 |
| 47. | 15 sets | Smead 2151-25 Alphabetized Green Pressboard file Dividers, Legal size, Sub. Barkley 215-25-1 | 3.64 | 54.60 |
| 48. | 10 sets | Smead 515-25, 3 x 5 Alphabetical Card Guides, Sub. Barkley 575-25 | .44 | 4.48 |
| 49. | 10 sets | Smead 5151-25, 3 x 5 Alphabetical card guides, Metal tabbed, Sub. Barkley 515-25-1 | 3.30 | 33.00 |
| 50. | 20 sets | Smead 625-25, 4 x 6 Buff Guides, Alphabetical, Sub. Barkley 675-25 | .61 | 12.20 |
| 51. | 10 boxes | 1/5 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 575 | 1.20 | 12.00 |
| 52. | 10 boxes | 1/3 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 573 | 1.20 | 12.00 |
| 53. | 10 boxes | 1/3 cut, 4 x 6 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 673 | 1.82 | 18.20 |
| 54. | 10 boxes | 1/5 Cut, 4 x 6 Card Guides, Plain Blank Tab Buff, 100 per box | 1.82 | 18.20 |
| 55. | 10 sets | Smead 6151-25, 4 x 6 Alphabetical Metal tabbed file guides, Sub. Barkley 615-25-1 | 3.55 | 35.50 |
| 56. | 10 boxes | 1/3 cut, 5 x 8 Card Guides, plain blank tab, Buff 100 per box, Sub. Barkley 873 | 2.64 | 26.40 |
| 57. | 30 sets | 4 x 6 Plastic tabbed card guides, Buff Alphabetical | 1.19 | 35.70 |
| 58 | 30 sets | 5 x 8 Plastic tabbed card guides, Buff-Alphabetical | 1.35 | 40.50 |
| 59. | 20 sets | 3 x 5 Plastic Tab Alphabetical Card Guides | .85 | 17.00 |
| 60. | 20 sets | 5 x 8 Alphabetical, metal tabbed pressboard file guides, Sub. Barkley 815-25-1 | 3.98 | 79.60 |
| 61. | 7000 | 3 x 5 White ruled cards, #110 Index | 2.57 M | 17.99 |
| 62. | 3000 | 4 x 6 White ruled cards #110 Index | 4.17 M | 12.51 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 63. | 3000 | 5 x 8 White ruled cards, #110 Index | 6.27 | 18.81 |
| 64. | 5000 | 8½ x 11 National 14-281 White Faint Ruled, three ring filler paper | 10.18 | 50.90 |
| 65. | 30 | National 45-604 Analysis Pads, Sub. Wilson Jones 7204 | 1.22 | 36.60 |
| 66. | 30 | National 45-607 Analysis Pads, Sub. Wilson Jones 7207 | 1.22 | 36.60 |
| 67. | 20 | Wilson Jones G7214D Analysis Pads | 1.22 | 24.40 |
| 68. | 40 | National 45-608 Analysis Pads, Sub. Wilson Jones 7208 | 1.22 | 48.80 |
| 69. | 75 | Wilson Jones 7513 Analysis Pads | 2.43 | 182.25 |
| 70. | 10 | G7608B Wilson Jones Analysis Pads | 1.47 | 14.70 |
| 71. | 10 | National 45-104 Analysis Pads, Sub. Wilson Jones 7604 | .93 | 9.30 |
| 72. | 30 | W.J. Columnar Pads #G7205 | 1.22 | 36.60 |
| 73. | 600 | Wilson Jones Columnar 10-3 sheets, 9¼ x 11 7/8 | 5.63-C | 33.78 |
| 74. | 5 pkg. | G10-8 Ledger Sheets | 5.63-C | 28.15 |
| 75. | 70 dz. | 8½ x 11 Letter size ruled pads, yellow white #59-0250 | 2.54 | 177.80 |
| 76. | 100 dz. | 8½ x 14 Legal ruled pads, yellow, white | 3.79 | 379.00 |
| 77. | 100 dz. | 8½ x 11 Legal ruled pads, yellow, white #59-1280 | 3.51 | 351.00 |
| 78. | 1 gr. | 5 x 8 legal pads - Canary | 2.160 | 21.60 |
| 79. | 1 gr. | 5 x 8 Legal Pads - White | 21.60 | 21.60 |
| 80. | 600 | 8½ x 11 Acetate sheet protectors, for three ring binders, #313, .005 Ga. | .06 | 36.00 |
| 81. | 12 rls. | C R 16 Correction Tape | .54 | 6.48 |
| 82. | 10 | Paper Spindles | .61 | 6.10 |
| 83. | 60 | Ko-Rec-Type, all colors | .70 | 42.00 |
| 84. | 20 | Ko-Rec-Type, for Errors | .70 | 14.00 |
| 85. | 50 lbs. | Misc. Rubber Bands, size 10, 14, 16, 19, 32, 62, and 84 | 2.37 | 118.50 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 86. | 16 | Weis #35 File Boxes, Sub. Hedges #1035 | 2.75 | 44.00 |
| 87. | 16 | Weis #46 Storage Boxes with follow black for 4 x 6 cards, Sub. Hedges #1046 | 3.06 | 48.96 |
| 88. | 10 | Weis #835 WG, Gray Metal File Boxes, for 3 x 5 Cards | 4.03 | 40.30 |
| 89. | 20 | Weis #846 WG, Gray Metal File Boxes, for 4 x 6 Cards | 4.75 | 95.00 |
| 90. | 20 | #523 - 3 x 5 File Boxes 3" Deep | 1.92 | 38.40 |
| 91. | 10 | Weis #858 WG, Gray Metal File Boxes, for 5 x 8 Cards | 5.46 | 54.60 |
| 92. | 18 | Hedges File Boxes #1058 | 3.75 | 67.50 |
| 93. | 20 | 1210L Pronto File, Letter size with Metal Front Drawer Type | 8.31 | 166.20 |
| 94. | 16 | 1510L Pronto Files, Legal size with metal front drawer type | 10.18 | 162.88 |
| 95. | 20 | #2 Liberty Storage Boxes | 1.60 | 32.00 |
| 96. | 60 | #11 Liberty Storage Boxes | 2.06 | 123.60 |
| 97. | 50 | #12 Liberty Storage Boxes | 2.28 | 114.00 |
| 98. | 50 | #15 Liberty Storage Boxes | 1.74 | 87.00 |
| 99. | 20 | #18 Liberty Storage Boxes | 1.62 | 32.40 |
| 100. | 30 | 6 x 9 Clipboards, #203 | .61 | 18.30 |
| 101. | 30 | Letter size Clipboards | .62 | 18.60 |
| 102. | 40 | Legal Size Clipboards | .68 | 27.20 |
| 103. | 30,000 | #1 Paper Clips | 1.32M | 39.60 |
| 104. | 24 bx. | #1 Paper Clamps (12 to box) | .42 bx | 10.08 |
| 105. | 4,000 | #3 Paper Clips, 7/8" long | 1.32M | 5.28 |
| 106. | 2,000 | Jumbo Paper Clips, 2" Long | 5.28M | 10.56 |
| 107. | 4 dz. | Magnetic Clips with 1¼" Clamp Hunt PE 2026, or equivalent | 3.88 | 15.52 |
| 108. | 24 | Magnetic Paper Clip Holders | .80 | 19.20 |
| 109. | 4 dz. | Magnetic clips with 2¼" Clamp Hunt PE 2027 or equivalent | 5.61 | 22.44 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 110. | 8 dz. | #2 Binder Clip-Clamps | .66 dz | 5.28 |
| 111. | 4 dz. | #5 Binder Clip-Clamps L.E.B. | 1.16 dz | 4.64 |
| 112. | 4 dz. | #10 Binder Clip-Clamps | 2.86 dz | 11.44 |
| 113. | 50 | #1 Stamp Pads, Black & Red | .67 | 33.50 |
| 114. | 20 | #2 Stamp Pads, Black & Red | 1.02 | 20.40 |
| 115. | 50 | ½" Scotch Tape Dispensers, H-126 | .25 | 12.50 |
| 116. | 50 | 3/4" Scotch Tape Dispensers, H-127 | .25 | 12.50 |
| 117. | 6 | C-20 Tape Dispensers | 4.79<br>.84 | 28.74<br>5.04 |
| 118. | 4 dz. | #100 Pink Pearl Erasers | 2.10 | 8.40 |
| 119. | 10 dz. | #7099B AW Faber Eraser Sticks, with Brush Sub. Venus | 2.95 | 29.50 |
| 120. | 2 gr. | Pencil Tip Wedge Erasers | 3.88 | 7.76 |
| 121. | 4 dz. | #211 Art Gum Erasers | 2.64 | 10.56 |
| 122. | 6 dz. | #7077B Erasers | 2.64 | 15.84 |
| 123. | 2 dz. | #400 Eberhard Faber Pink Pearl Erasers | 2.95 | 5.90 |
| 124. | 2 dz. | #1207 Eberhard Faber Erasers | 2.95 | 5.90 |
| 125. | 4,000 | #3 Round Head Brass Fastners | 8.10 M | 32.40 |
| 126. | 8 bx. | #22 Acco Fastners, 50 per box | 1.48 | 11.84 |
| 127. | 10 dz. | Parr Swingline Finger Tips, size 11, 11½, 12, 13 and 13A | 1.10 | 11.00 |
| 128. | 6 | Liberty #76, 7 x 9½ metal copy holder | 1.56 | 9.36 |
| 129. | 20 bx. | Push Pins Assorted Colors | .43 | 8.60 |
| 130. | 60 | Letter size, desk trays, gray #1600 Eldon | 1.80 | 108.00 |
| 131. | 20 | Eldon Desk Trays, Legal #1604 | 3.60 | 72.00 |
| 132. | 20 pkg. | Avery ½" dots, white | 1.05 | 21.00 |
| 133. | 20 pkg. | Avery ½" dots, colors | 1.28 | 25.60 |
| 134. | 20 pkg. | Avery 3/4" dots, colors | 1.54 | 30.80 |
| 135. | 2 dz. | Smead Spi-Roll labels, Cherry, Blue, & Buff | .732 dz | 14.64 |

| ITEM | EST. QTY | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 136. | 40 pkg. | Labels, Avery Self-Adhesive, unprinted S-6432 | 1.55 | 63.20 |
| 137. | 40 pkg. | Labels, Avery Self-Adhesive, unprinted 5375 | 1.71 | 68.40 |
| 138. | 6 | "Cavalier" List-finders, complete | 10.80 | 64.80 |
| 139. | 8 | List Finders refills, Cavalier Model | 2.16 | 17.25 |
| 140. | 10 | Bates List Finders, "Director" Model - complete | 6.84 | 68.40 |
| 141. | 8 | List Finders Refills, "Director" Model | 2.16 | 17.28 |
| 142. | 6 bx. | 3631 Carter's Purple Ditto Masters, 8½ x 11 Sub. Allied | 3.96 | 23.76 |
| 143. | 30 dz. | Felt-tipped Markers, Pencil type, Estabrook, various colors, Sub. Dri-Mark PR & PFR | 3.84 | 115.20 |
| 144. | 30 dz. | Markers, All-Rite Fine Line, Sprite Orange | 2.58 | 77.40 |
| 145. | 24 | Sterling Master Envelopes, Moistened (Plastic tube with sponge) | .36 | 8.64 |
| 146. | 40 gr. | Black Lead Pencils, Ticonderoga #2, 2½, & 3. | 10.95 gr. | 438.00 |
| 147. | 50 dz. | Eagle Veri-Thin Pencils, with erasers, various colors | 2.62 | 131.00 |
| 148. | 20 dz. | Eagle Veri-Thin Pencils, without erasers, various colors | 2.62 | 52.40 |
| 149. | 8 dz. | A.W. Faber-Castell Drawing Pencils 2H & 3H | 3.07 | 24.56 |
| 150. | 60 dz. | All-Rite Office Riters, Extra fine line, #522, #542, Colors Red, Blue & Black | 2.79 | 167.40 |
| 151. | 60 dz. | S54E Med. All Rite Pens | 2.16 | 129.60 |
| 152. | 1 gr. | #207 Magic Marker - All Colors | 37.44 | 37.44 |
| 153. | 4 dz. | Universal Refills for Ball Point Pens, Medium point, Blue, Black and Red | 3.60 | 14.40 |
| 154. | 7 dz. | Magic Markers Wide Nib. | 4.27 | 29.89 |
| 155. | 2 grs. | Pentel Rolling Riter Assorted Colors #R-100 | 84.96 | 169.92 |
| 156. | 2 grs. | Wonder Riters Assorted Colors | 34.56 | 69.12 ~~69.12~~ |
| 157. | 1 gr. | Lindy Medium Pens #460M Assorted Colors | 44.64 | 44.64 |
| 158. | 10 tubes | Pentel Eraser Refills | .31 | 3.10 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 159. | 1 dz. | Sta-Put Pen and Anchors - W. T. Rogers | 17.25 | 17.25 |
| 160. | 2 dz. | Sta-Put Pen Refills - W. T. Rogers | 6.48 | 12.96 |
| 161. | 60 dz. | Bic Pens, Medium Point | 2.04 | 122.40 |
| 162. | 60 dz. | Bic Pens, Fine Point | 2.40 | 144.00 |
| 163. | 4 dz. | Papermate Pens, Refillable Ball Point | 7.68 | 30.72 |
| 164. | 36 | Pental Sharp 5 Eversharps | 1.61 | 57.96 |
| 165. | 30 tubes | Pental Lead for Sharp 5 Pencils | .44 | 13.20 |
| 166. | 4 dz. | Dri-Mark Nylon Tip Pen , Various Colors | 2.58 | 10.32 |
| 167. | 20 | Medium Priced Metal Letter Openers | .45 | 9.00 |
| 168. | 2 ct. | #2 Dennison gummed Reinforcements, 72 boxes to a carton | 9.48 | 18.96 |
| 169. | 24 | 12" Wood Ruler, with double metal edge | .42 | 10.08 |
| 170. | 24 | 15" Wood Ruler, with double metal edge | .54 | 12.96 |
| 171. | 24 | 18" Wood Ruler, with double metal edge | .64 | 15.36 |
| 172. | 20 | 10" straight scissors, medium priced | 3.40 | 68.00 |
| 173. | 36 | #30 Acco Staplers #73304 | 7.09 | 255.24 |
| 174. | 50 bx. | Staples for #4 Swingline Staplers | .60 | 30.00 |
| 175. | 10 bx. | Ace #700 undulated staples | 1.38 | 13.80 |
| 176. | 6 | #702 Ace Clipper Staples | 6.13 | 36.78 |
| 177. | 40 , | Ace Standard #600 Staple Removers | .49 | 19.60 |
| 178. | 20 | Pencil Sharpener, Boston 1068, self-feed Beige color, vacuum Base | 5.28 | 105.60 |
| 179. | 10 | Desk Organizers K3-20HV-GRA | 9.50 | 95.00 |
| 180. | 10 | Desk Organizers #306 | 6.59 | 65.90 |
| 181. | 4 rls. | #710 Scotch Tape, 2" wide x 72 yds. black pressure | 4.16 | 16.64 |
| 182. | 80 | #810 Mending Tape, ½" x 1296" | .67 | 53.60 |
| 183. | 60 | #810 Mending Tape 3/4" x 300" with Dispenser | .38 | 22.80 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 184. | 150 | #810 Mending Tape, 3/4 x 1296" | .89 | 133.50 |
| 185. | 20 | #810 Mending Tape 3/4" x 2592" | 1.56 | 31.20 |
| 186. | 70 | #600 Scotch Tape, ½"x1296" | .49 | 34.30 |
| 187. | 50 | #600 Scotch Tape, 3/4" x 1296" | .66 | 33.00 |
| 188. | 20 | #600 Scotch Tape, 3/4" x 2592" | 1.04 | 20.80 |
| 189. | 50 | #230 Scotch Brand Drafting Tape, 3/4" x 60 yds. rolls | 1.09 | 54.50 |
| 190. | 30 | #230 Scotch Brand Drafting Tape, 1" x 60 Yard Rolls | 1.37 | 41.10 |
| 191. | 100 ft. | Magnetic Tape - ½" Wide | .18 | 18.00 |
| 192. | 40 rls. | ½" Wide Dymo Tape, Black, Blue, Green & Brown | .57 | 22.80 |
| 193. | 40 rls | 3/8" Wide Dymo Tape, Black, Blue, Green & Brown | .72 | 28.80 |
| 194. | 20 rls | ½" Dymo Tape, Assorted Colors | .92 | 18.40 |
| 195. | 1 dz. | Engrs. Scales & Cases (3 sided) | 17.76 | 17.76 |
| 196. | 30 bx. | ½" Clear Index Tabbing, 5 ft. per box | .65 | 19.50 |
| 197. | 20 bx. | Index Tabs, Various Colors, #381, #382, #383, 385 and 387, 5 ft. per box | .65 | 13.00 |
| 198. | 24 rls. | #880, 3/4" x 60 yd., Filament tape, Scotch Brand | 1.87 | 44.88 |
| 199. | 12 | #18 Polished Cotton Twine ½" Balls | 1.36 | 16.32 |
| 200. | 12 | 2½ lb. Cones of 20 Ply Cotton Twine | 7.69 | 85.08 |
| 201. | 30 | 19 x 24 Green Desk Pad Blotters | .23 | 6.90 |
| 202. | 50 | 19 x 24 Desk Pads, Green 21403 | 1.96 | 98.00 |
| 203. | 100 | 19 x 24 Acetate Desk Pad Covers, .0075 thick | .50 | 50.00 |
| 204. | 10 | Rubber Pads for Under Typewriters | 1.56 | 15.60 |
| 205. | 6 | X6-403CR, ¼" Clipper type paper punches | 84 | 5.04 |
| 206. | 30 | Write-O-Folio Jr. | 1.23 | 36.90 |
| 207. | 30 | Write-O-Folio Legal size | 2.04 | 61.20 |
| 208. | 40 | Write-O-Folio Letter Size | 1.97 | 78.80 |
| 209. | 1 gr. | Liquid Paper - White | 95.04 | 95.04 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 235. | 70 | Indexes 504-40M | 1.32 | 92.40 |
| 236. | 6 dz. | Flash 32 Markers | 3.24 | 19.44 |
| 237. | 5,000 | C-35 Rolodex Cards | 5.47 | 27.35 |
| 238. | 1 Gross | Flash 30 Markers Assorted Colors | 30.96 | 30.96 |
| 239. | 6 | 3 Hole Paper Punch Y4-33 | 6.31 | 35.22 |
| 240. | 2 dz. | #1 Daters | 14.76 | 29.52 |
| 241. | 2 dz. | #2 Daters | 19.20 | 38.40 |
| 242. | 1M rools | 2¼" add. Machine Paper Single & White | .20 | 200.00 |

COMPANY: BUSNESS EQUIPMENT CO INSIGNATURE: Carson G Oberholtzer Board Chairman

TERMS: Net DATE: May 9, 1978

12,612.51

TOTAL AMOUNT $ ~~12,555.67~~

ORM 0229 5-69

# CITY OF FORT WAYNE
## DEPARTMENT OF PURCHASES
Number One Main St., Ft. Wayne, Ind. 46802

INVITATION



Ref. No. 469

Date April 18, 1978

Date wanted

Fund Appropriation No.

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Address your reply as indicated below.

*Mail all replies and correspondence, etc. to Attn of R. E. Bugher 423-7037 DEPARTMENT OF PURCHASES

Address Room 470, Number One Main St., Ft. Wayne, Ind. 46802

REQUIRED FOR DELIVERY TO:

Department or Division Office Services Department

Address Basement, City County Bldg. One Main Street
Fort Wayne, Indiana 46802

RETURN ORIGINAL TO THE CITY—RETAIN DUPLICATE COPY FOR YOUR FILE

Closing Time of Bids Thursday, May 11, 1978 at 10:30 A.M.

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY'S INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 14464. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 10 on reverse hereof for details.

TAX EXEMPT (Unless otherwise indicated)

| Quantity | Unit | Materials, Supplies, Equipment or Services | Unit Price | Total Amount |
|---|---|---|---|---|
| | | OFFICE SUPPLIES - July 1, 1978 thru June 30, 1979 | | |
| | | The award of this bid may be made on either an item by item or on an overall basis, as we determine the most beneficial to the City. | | |
| | | The supplies will be shipped only upon issuance of Purchase Orders as the need dictates. | | |
| | | Vendors must be able to supply from stock. If requests cannot be filled within seven (7) days, then approval will be required for extended delivery. | | |
| | | The Brand Names and Numbers are only intended to be used as a guide for bidders. If alternate is to be quoted it must be equal or better. Please list manufacturer and number on line provided. | | |
| | | All Unit Prices are to be extended. | | |
| | | Affirmative Action Program On File: Attached: | | |

Bid Bond required NO ☐ YES ☒ 5% of Bid Performance Bond NO ☒ YES ☐

See Instruction Item No. 15 on reverse side hereof.

Terms % cash discount if paid within days from delivery and acceptance of goods or completion of services.

## PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid be accepted within a reasonable time from date of closing, to furnish any or all of the items or render such services upon which prices are quoted, in accordance with the specifications applying and at the price set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within days from receipt of order**

IMPORTANT ☞ As delivery may be a deciding factor in the award of an order, it is important that bidders furnish the information requested above.

Firm Name: Sheet Metal Products

Name of Company

By: Jack Hornack Title: Partner

Address: 323 E. Berry St.

City: Fort Wayne, Ind. Date: 5-11-78

| ITEM | Est. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 1. | 50 | Accopress Binders, 11 x 8½, side openings BFS 2507 | .60 ea | 30.00 |
| 2. | 40 | Accopress Binders, 11 x 8½, end opening BFS 1074 | .79 ea | 31.60 |
| 3. | 80 | Accopress Binders, legal size, end opening red, with 3" capacity | .95 ea | 76.00 |
| 4. | 40 | Wilson Jones 14-14]lin Nylon Prong Binders, 14 7/8 x 11 sheet | 1.59 ea | 63.60 |
| 5. | 40 | Three-Ring, Loose-leaf, Hard cover 1" Ring with cloth hinge, Binders, Rogers 4345-14 | 2.90 ea | 116.00 |
| 6. | 10 | National 63-161, 9½ x 6 Binders Sub W.J. 364-12B | 1.79 ea | 17.90 |
| 7. | 10 | National 64-261, 9½ x 6 Three Ring binders, Sub. Rogers 3329-12 1" Rings | 3.60 ea | 36.00 |
| 8. | 10 | National 87-784 Black, Hard Covers Three-ring Binders 3" Rings | 9.25 ea | 92.50 |
| 9. | 10 | Wilson Jones 345-40, 8½ x 5½ 2" Ring Binders, Sub. Rogers 1345-40 | 6.99 ea | 69.90 |
| 10. | 10 | Rogers 4345-10, 8½ x 5½ 1" Binders stiff back, three ring | 2.90 ea | 29.00 |
| 11. | 10 | Rogers 1344-14L, 11 x 8½ 1" Ring Binders | 8.29 ea | 82.90 |
| 12. | 10 | Rogers 1349-44, three hole, black hard cover Binders 2" Rings | 4.65 | 46.50 |
| 13. | 4 | Borum & Pease 1471 Roll Books 14 1/4 x 9 1/4, with 150 pages | 9.55 ea | 38.20 |
| 14. | 10 | National Account Books, 37-331, or Borum and Pease 67-1/8, 150 pages | 4.68 ea | 46.80 |
| 15. | 100 | National 46-577 Money receipt books, 50 leaves, Sub. Wilson Jones S1607 | 30 ea | 30.00 |
| 16. | 150 | Steno Notebooks, 36-746, Sub Wilson Jones 1115W | .37 ea | 55.50 |
| 17. | 20 bx. | Blue Manuscript Covers, 9 x 15½, 100 per box, Eaton 225 | 3.60 bx | 72.00 |
| 18. | 1X | Slider Back Report Covers - Clear | 13.4 bx | 130.00 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. PRICE |
|---|---|---|---|---|
| 19 | 500 | #1128 Duo-Tang Covers, Light Blue with Pockets on both covers | 13¢ ea | 65.00 |
| 20. | 1000 | #1258 Duo-Tang Covers, Green, Gray, Red Light Blue, and Dark Blue | 15 each | 150.00 |
| 21. | 12 sets | Drawer Frames 8½ x 11 | 238 ea | 28.56 |
| 22. | 12 sets | Drawer Frames 8½ x 14 | 276 ea | 3312 |
| 23. | 6000 | 8½ x 11, 1/3. 1/5, or straight cut file Folders, heavy manila | 2.99 M | 179.94 |
| 24. | 1400 | Legal size file folders, 1/3, 1/5. or straight cut , Manila | 3.5.00 | 49.00 |
| 25. | 10 boxes | Pendaflex Folders 8½ x 11 Hanging | 4.50 | 45.00 |
| 26. | 10 boxes | Pendaflex Folders 8½ x 14 Hanging | 4.98 | 49.80 |
| 27. | 150 | 1524E Redrope file pockets, letter size | 54.28/100 | 81.42 |
| 28. | 70 | 1526E Redrope vertical file pockets | 63 ea | 44.10 |
| 29. | 700 | #1514C, 11-3/4 x 9½ vertical file pockets | 4515 | 316.05 |
| 30. | 150 | #1516C, Legal size Pronto file pockets | 54.27-100 | 81.41 |
| 31. | 50 | #1536G Redrope legal size file pockets with 5½" expansion | 73 ea | 36.50 |
| 32. | 300 | #1534-G File Pockets | 6337/100 | 190.11 |
| 33. | 50 | Smead #1075G Expanding Wallets | 95 ea | 47.50 |
| 34. | 6 | Webster Collegiate 7th Edition Dictionary | 765 | 45.90 |
| 35. | 5000 | Sub. 20, size 2-7/16 x 4-5/16 Manila coin envelopes, with end flap | NO | QUOTE |
| 36. | 100 | Sub. 28, 9 x 12 White Catalogue Envelope | 4.50 | 4.50 |
| 37. | 500 | Sub. 32, 7½ x 10½, glazed Kraft Klasp Envelopes | 5.10-100 | 25.50 |
| 38. | 1000 | Sub. 32, 10 x 13 Glazed Kraft Klasp Envelopes | 699/100 | 69.90 |
| 39. | 1000 | Sub. 32, 11½ x 14½ Glazed Kraft Klasp Envelopes | 86.1-100 | 86.10 |
| 40. | 1000 | Sub. 32, 12 x 15½ Glazed Kraft Klasp Envelopes | 936 100 | 93.60 |
| 41. | 1600 | Sub. 32, 6 x 9 Glazed Kraft Klasp Envelopes | 419 100 | 67.04 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 42. | 1000 | Sub. 32, 10 x 15 Glazed Brown Kraft Envelopes without clasp, gummed end flap | NO QUOTE | |
| 43. | 500 | 9½ x 14½ Manila Envelopes, with clasp | 787/100 | 39.35 |
| 44. | 500 | 10 x 15 Manila Envelopes with clasp | 842/100 | 42.10 |
| 45. | 8000 | 9 x 12 Brown Clasp Envelopes | 6080/M | 486.40 |
| 46. | 30 sets | Smead 1151-25, 11 x 8½ Pressboard file guides, metal tabbed. | 682 set | 204.60 |
| 47. | 15 sets | Smead 2151-25 Alphabetized Green Pressboard file Dividers, Legal size, Sub. Barkley 215-25-1 | 829 set | 124.35 |
| 48. | 10 sets | Smead 515-25, 3 x 5 Alphabetical Card Guides, Sub. Barkley 575-25 | 94 set | 940 |
| 49. | 10 sets | Smead 5151-25, 3 x 5 Alphabetical card guides, Metal tabbed, Sub. Barkley 515-25-1 | 409 set | 40.90 |
| 50. | 20 sets | Smead 625-25, 4 x 6 Buff Guides, Alphabetical, Sub. Barkley 675-25 | .77 set | 15.40 |
| 51. | 10 boxes | 1/5 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 575 | 153 Pkg | 15.30 |
| 52. | 10 boxes | 1/3 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 573 | 153 Pkg | 15.30 |
| 53. | 10 boxes | 1/3 cut, 4 x 6 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 673 | 2.34 Pkg | 23.40 |
| 54. | 10 boxes | 1/5 Cut, 4 x 6 Card Guides, Plain Blank Tab Buff, 100 per box | 2.34 Pkg | 23.40 |
| 55. | 10 sets | Smead 6151-25, 4 x 6 Alphabetical Metal tabbed file guides, Sub. Barkley 615-25-1 | 179 set | 17.90 |
| 56. | 10 boxes | 1/3 cut, 5 x 8 Card Guides, plain blank tab, Buff 100 per box, Sub. Barkley 873 | 341 Pkg | 34.10 |
| 57. | 30 sets | 4 x 6 Plastic tabbed card guides, Buff Alphabetical | 149 set | 44.70 |
| 58. | 30 sets | 5 x 8 Plastic tabbed card guides, Buff-Alphabetical | 1.69 set | 50.70 |
| 59. | 20 sets | 3 x 5 Plastic Tab Alphabetical Card Guides | 107 set | 21.40 |
| 60. | 20 sets | 5 x 8 Alphabetical, metal tabbed pressboard file guides, Sub. Barkley 815-25-1 | 2.47 set | 49.40 |
| 61. | 7000 | 3 x 5 White ruled cards, #110 Index | 318 M | 22.26 |
| 62. | 3000 | 4 x 6 White ruled cards #110 Index | 533 M | 15.99 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 63. | 3000 | 5 x 8 White ruled cards, #110 Index | 813 M | 24.39 |
| 64. | 5000 | 8½ x 11 National 14-281 White Faint Ruled, three ring filler paper | 1131 M | 56.55 |
| 65. | 30 | National 45-604 Analysis Pads, Sub. Wilson Jones 7204 | 126 ea | 37.80 |
| 66. | 30 | National 45-607 Analysis Pads, Sub. Wilson Jones 7207 | 126 ea | 37.80 |
| 67. | 20 | Wilson Jones G7214D Analysis Pads | 135 ea | 27.00 |
| 68. | 40 | National 45-608 Analysis Pads, Sub. Wilson Jones 7208 | 126 ea | 50.40 |
| 69. | 75 | Wilson Jones 7513 Analysis Pads | 2.66 ea | 199.50 |
| 70. | 10 | G7608B Wilson Jones Analysis Pads | 161 ea | 16.10 |
| 71. | 10 | National 45-104 Analysis Pads, Sub. Wilson Jones 7604 | 92 ea | 9.20 |
| 72. | 30 | W.J. Columnar Pads #G7205 | 135 ea | 40.50 |
| 73. | 600 | Wilson Jones Columnar 10-3 sheets, 9¼ x 11 7/8 | 5.36 1.00 | 32.16 |
| 74. | 5 pkg. | G10-8 Ledger Sheets | 5.36 1.00 | 26.80 |
| 75. | 70 dz. | 8½ x 11 Letter size ruled pads, yellow white #59-0250 | 2.67 DZ | 186.90 |
| 76. | 100 dz. | 8½ x 14 Legal ruled pads, yellow, white | 3.85 DZ | 385.00 |
| 77. | 100 dz. | 8½ x 11 Legal ruled pads, yellow, white #59-1280 | 2.67 DZ | 267.00 |
| 78. | 1 gr. | 5 x 8 legal pads - Canary | 1.92 DZ | 23.04 |
| 79. | 1 gr. | 5 x 8 Legal Pads - White | 1.92 DZ | 23.04 |
| 80. | 600 | 8½ x 11 Acetate sheet protectors, for three ring binders, #313, .005 Ga. | .6¢ each | 36.00 |
| 81. | 12 rls. | C R 16 Correction Tape | 49 RL | 5.88 |
| 82. | 10 | Paper Spindles | 75 | 7.50 |
| 83. | 60 | Ko-Rec-Type, all colors | 70 | 42.00 |
| 84. | 20 | Ko-Rec-Type, for Errors | 70 | 14.00 |
| 85. | 50 lbs. | Misc. Rubber Bands, size 10, 14, 16, 19, 32, 62, and 84 | 165 | 82.50 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 86. | 16 | Weis #35 File Boxes, Sub. Hedges #1035 | 296ea | 47.36 |
| 87. | 16 | Weis #46 Storage Boxes with follow block for 4 x 6 cards, Sub. Hedges #1046 | 328ea | 52.48 |
| 88. | 10 | Weis #835 WG, Gray Metal File Boxes, for 3 x 5 Cards | 535ea | 53.50 |
| 89. | 20 | Weis #846 WG, Gray Metal File Boxes, for 4 x 6 Cards | 630ea | 126.00 |
| 90. | 20 | #523 - 3 x 5 File Boxes 3" Deep | 247ea | 49.40 |
| 91. | 10 | Weis #858 WG, Gray Metal File Boxes, for 5 x 8 Cards | 728ea | 72.80 |
| 92. | 18 | Hedges File Boxes #1058 | 370ea | 66.60 |
| 93. | 20 | 1210L Pronto File, Letter size with Metal Front Drawer Type | 876ea | 175.20 |
| 94. | 16 | 1510L Pronto Files, Legal size with metal front drawer type | 10.68ea | 170.88 |
| 95. | 20 | #2 Liberty Storage Boxes | 155ea | 31.00 |
| 96. | 60 | #11 Liberty Storage Boxes | 200ea | 120.00 |
| 97. | 50 | #12 Liberty Storage Boxes | 2.22ea | 111.00 |
| 98. | 50 | #15 Liberty Storage Boxes | 1.68ea | 84.00 |
| 99. | 20 | #18 Liberty Storage Boxes | 1.56ea | 31.20 |
| 100. | 30 | 6 x 9 Clipboards, #203 | 75ea | 22.50 |
| 101. | 30 | Letter size Clipboards | 79ea | 23.70 |
| 102. | 40 | Legal Size Clipboards | 84ea | 33.60 |
| 103. | 30,000 | #1 Paper Clips | 145M | 43.50 |
| 104. | 24 bx. | #1 Paper Clamps (12 to box) | 45 BX | 10.80 |
| 105. | 4,000 | #3 Paper Clips, 7/8" long | 145M | 5.80 |
| 106. | 2,000 | Jumbo Paper Clips, 2" Long | 5.00M | 10.00 |
| 107. | 4 dz. | Magnetic Clips with 1¼" Clamp Hunt PE 2026, or equivalent | 3.00 DZ | 12.00 |
| 108. | 24 | Magnetic Paper Clip Holders | .75 | 18.00 |
| 109. | 4 dz. | Magnetic clips with 2¼" Clamp Hunt PE 2027 or equivalent | 4.28 DZ | 17.12 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 110. | 8 dz. | #2 Binder Clip-Clamps | 55 DZ | 4.40 |
| 111. | 4 dz. | #5 Binder Clip-Clamps L.E.B. | 75 DZ | 3.00 |
| 112. | 4 dz. | #10 Binder Clip-Clamps | 180 DZ | 7.20 |
| 113. | 50 | #1 Stamp Pads, Black & Red | 75 ea | 37.50 |
| 114. | 20 | #2 Stamp Pads, Black & Red | 103 ea | 20.60 |
| 115. | 50 | ½" Scotch Tape Dispensers, H-126 | 36 ea | 18.00 |
| 116. | 50 | 3/4" Scotch Tape Dispensers, H-127 | 36 ea | 18,00 |
| 117. | 6 | C-20 Tape Dispensers | 564 ea | 33.84 |
| 118. | 4 dz. | #100 Pink Pearl Erasers | 244 DZ | 9.76 |
| 119. | 10 dz. | #7099B AW Faber Eraser Sticks, with Brush Sub. Venus | 315 DZ | 31.50 |
| 120. | 2 gr. | Pencil Tip Wedge Erasers | 419 GR | 838 |
| 121. | 4 dz. | #211 Art Gum Erasers | 249 DZ | 9.96 |
| 122. | 6 dz. | #7077B Erasers | 315 DZ | 18.90 |
| 123. | 2 dz. | #400 Eberhard Faber Pink Pearl Erasers | 315 DZ | 6.30 |
| 124. | 2 dz. | #1207 Eberhard Faber Erasers | 335 | 6.70 |
| 125. | 4,000 | #3 Round Head Brass Fastners | 768 M | 30.72 |
| 126. | 8 bx. | #22 Acco Fastners, 50 per box | 195 BX | 15.60 |
| 127. | 10 dz. | Parr Swingline Finger Tips, size 11, 11½, 12, 13 and 13A | 115 DZ | 11,50 |
| 128. | 6 | Liberty #76, 7 x 9½ metal copy holder | 150 ea | 9.00 |
| 129. | 20 bx. | Push Pins Assorted Colors | 39 BX | 7.80 |
| 130. | 60 | Letter size, desk trays, gray #1600 Eldon | 170 | 102.00 |
| 131. | 20 | Eldon Desk Trays, Legal #1604 | 340 | 68.00 |
| 132. | 20 pkg. | Avery ½" dots, white | 140 | 28.00 |
| 133. | 20 pkg. | Avery ½" dots, colors | 140 | 28.00 |
| 134. | 20 pkg. | Avery 3/4" dots, colors | 165 | 33.00 |
| 135. | 2 dz. | Smead Spi-Roll labels, Cherry, Blue, & Buff | 672 DZ | 134 |

| ITEM | EST. QTY | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 136. | 40 pkg. | Labels, Avery Self-Adhesive, unprinted S-6432 | 175 BX | 70.00 |
| 137. | 40 pkg. | Labels, Avery Self-Adhesive, unprinted 5375 | 155 | 62.00 |
| 138. | 6 | "Cavalier" List-finders, complete | 1120 | 67.20 |
| 139. | 8 | List Finders refills, Cavalier Model | 2402 | 19.20 |
| 140. | 10 | Bates List Finders, "Director" Model - complete | 739 | 73.90 |
| 141. | 8 | List Finders Refills, "Director" Model | 2402 | 19.20 |
| 142. | 6 bx. | 3631 Carter's Purple Ditto Masters, 8½ x 11 Sub. Allied | 499 BX | 29.94 |
| 143. | 30 dz. | Felt-tipped Markers, Pencil type, Estabrook, various colors, Sub. Dri-Mark PR & PFR | 380 | 11400 |
| 144. | 30 dz. | Markers, All-Rite Fine Line, Sprite Orange | 250 DZ | 75.00 |
| 145. | 24 | Sterling Master Envelopes, Moistened (Plastic tube with sponge) | .360 | 8.64 |
| 146. | 40 gr. | Black Lead Pencils, Ticonderoga #2, 2½, & 3. | 10.55 GR | 422.00 |
| 147. | 50 dz. | Eagle Veri-Thin Pencils, with erasers, various colors | 149 DZ | 74.50 |
| 148. | 20 dz. | Eagle Veri-Thin Pencils, without erasers, various colors | 149 DZ | 29.80 |
| 149. | 8 dz. | A.W. Faber-Castell Drawing Pencils 2H & 3H | 2.95 DZ | 23.60 |
| 150. | 60 dz. | All-Rite Office Riters, Extra fine line, #522, #542, Colors Red, Blue & Black | 257 DZ | 154.20 |
| 151. | 60 dz. | S54E Med. All Rite Pens | 1.80 DZ | 108.00 |
| 152. | 1 gr. | #207 Magic Marker - All Colors | 3 88 GR | 3888 |
| 153. | 4 dz. | Universal Refills for Ball Point Pens, Medium point, Blue, Black and Red | 335 DZ | 13.40 |
| 154. | 7 dz. | Magic Markers Wide Nib. | NO QUOTE | |
| 155. | 2 grs. | Pentel Rolling Riter Assorted Colors #R-100 | 9792 GR | 19584 |
| 156. | 2 grs. | Wonder Riters Assorted Colors | 49322 | 98.64 |
| 157. | 1 gr. | Lindy Medium Pens #460M Assorted Colors | 4932 GR | 49.37 |
| 158. | 10 tubes | Pentel Eraser Refills | 34 EA | 3.40 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 159. | 1 dz. | Sta-Put Pen and Anchors - W. T. Rogers | 139 ea | 16.68 |
| 160. | 2 dz. | Sta-Put Pen Refills - W. T. Rogers | 52 ea | 12.48 |
| 161. | 60 dz. | Bic Pens, Medium Point | 175 dz | 105.00 |
| 162. | 60 dz. | Bic Pens, Fine Point | 195 dz | 117.00 |
| 163. | 4 dz. | Papermate Pens, Refillable Ball Point | 820 dz | 32.80 |
| 164. | 36 | Pental Sharp 5 Eversharps | 195 | 70.20 |
| 165. | 30 tubes | Pental Lead for Sharp 5 Pencils | 49 ea | 14.70 |
| 166. | 4 dz. | Dri-Mark Nylon Tip Pen , Various Colors | 350 dz | 1400 |
| 167. | 20 | Medium Priced Metal Letter Openers | 37 each | 740 |
| 168. | 2 ct. | #2 Dennison gummed Reinforcements, 72 boxes to a carton | 1440 ct | 2880 |
| 169. | 24 | 12" Wood Ruler, with double metal edge | 38 | 912 |
| 170. | 24 | 15" Wood Ruler, with double metal edge | 44 | 10.56 |
| 171. | 24 | 18" Wood Ruler, with double metal edge | 50 | 12.00 |
| 172. | 20 | 10" straight scissors, medium priced | 370 | 74.00 |
| 173. | 36 | #30 Acco Staplers #73304 | 764 | 275.04 |
| 174. | 50 bx. | Staples for #4 Swingline Staplers | 60 bx | 3000 |
| 175. | 10 bx. | Ace #700 undulated staples | 1.19 ea | 1190 |
| 176. | 6 | #702 Ace Clipper Staples | 597 ea | 35.82 |
| 177. | 40 | Ace Standard #600 Staple Removers | 45 | 1800 |
| 178. | 20 | Pencil Sharpener, Boston 1068, self-feed Beige color, vacuum Base | 740 ea | 148.00 |
| 179. | 10 | Desk Organizers K3-20HV-GRA | 1190 ea | 11900 |
| 180. | 10 | Desk Organizers #306 | 780 ea | 7800 |
| 181. | 4 rls. | #710 Scotch Tape, 2" wide x 72 yds. black pressure | 498 rl | 19.92 |
| 182. | 80 | #810 Mending Tape, ½" x 1296" | 75 | 60.00 |
| 183. | 60 | #810 Mending Tape 3/4" x 300" with Dispenser | 37 | 22.20 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 184. | 150 | #810 Mending Tape, 3/4 x 1296" | 99 | 148.50 |
| 185. | 20 | #810 Mending Tape 3/4" x 2592" | 174 | 34.80 |
| 186. | 70 | #600 Scotch Tape, ½"x1296" | 54 | 37.80 |
| 187. | 50 | #600 Scotch Tape, 3/4" x 1296" | 73 | 36.50 |
| 188. | 20 | #600 Scotch Tape, 3/4" x 2592" | 116 | 23.20 |
| 189. | 50 | #230 Scotch Brand Drafting Tape, 3/4" x 60 yds. rolls | 143 | 71.50 |
| 190. | 30 | #230 Scotch Brand Drafting Tape, 1" x 60 Yard Rolls | 178 | 53.40 |
| 191. | 100 ft. | Magnetic Tape - ½" Wide | NO QUOTE | |
| 192. | 40 rls. | ¾" Wide Dymo Tape, Black, Blue, Green & Brown | 74 | 29.60 |
| 193. | 40 rls | 3/8" Wide Dymo Tape, Black, Blue, Green & Brown | 94 | 37.60 |
| 194. | 20 rls | ½" Dymo Tape, Assorted Colors | 120 | 24.00 |
| 195. | 1 dz. | Engrs. Scales & Cases (3 sided) | NO QUOTE | |
| 196. | 30 bx. | ½" Clear Index Tabbing, 5 ft. per box | 65 ea | 1950 |
| 197. | 20 bx. | Index Tabs, Various Colors, #381, #382, #383, 385 and 387, 5 ft. per box | 65 ea | 13.00 |
| 198. | 24 rls. | #880, 3/4" x 60 yd., Filament tape, Scotch Brand | 2.30 Roll | 55.20 |
| 199. | 12 | #18 Polished Cotton Twine ½" Balls | 115 | 13.80 |
| 200. | 12 | 2½ lb. Cones of 20 Ply Cotton Twine | NO QUOTE | |
| 201. | 30 | 19 x 24 Green Desk Pad Blotters | 15 | 4.50 |
| 202. | 50 | 19 x 24 Desk Pads, Green 21403 | 195 each | 97.50 |
| 203. | 100 | 19 x 24 Acetate Desk Pad Covers, .0075 thick | 65 | 65.00 |
| 204. | 10 | Rubber Pads for Under Typewriters | 1.60 | 16.00 |
| 205. | 6 | X6-403CR, ¼" Clipper type paper punches | 69 each | 414 |
| 206. | 30 | Write-O-Folio Jr. | 145 | 43.50 |
| 207. | 30 | Write-O-Folio Legal size | 325 | 97.50 |
| 208. | 40 | Write-O-Folio Letter Size | 250 | 100.00 |
| 209. | 1 gr. | Liquid Paper - White | 8.60 gr | 86.00 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 210. | 24 bt. | Liquid Paper Thinner | .29 BT | 6.96 |
| 211. | 60 btls | Liquid Paper - Copies Only | .60 BTL | 36.00 |
| 212. | 60 btls. | Liquid Paper - In Colors | .70 BTL | 42.00 |
| 213. | 30 gal. | Ditto Fluid, in 1 gallon jugs | 3.50 GAL | 105.00 |
| 214. | 48 | Blue-Black Ink Cartridges | 34 each | 16.32 |
| 215. | 20 | Stamp Pads Ink, in 1½ oz. bottles black & red | 48 ea | 9.60 |
| 216. | 4 dz. | Carter's Rubber Cement, 4 oz. bottles, Sub. Ross - Evans | 528 DZ | 21.12 |
| 217. | 10 | Empty Pint Jar, with Applicator Brush, for Carter's Rubber Cement | 2.92 ea | 29.20 |
| 218. | 4 | Carter's Rubber Cement, in 1 gallon containers | 5.34 ea | 21.36 |
| 219. | 4 | Carter's Rubber Cement Thinner, in 1 quart containers, Sub. Ross-Evans | 1.95 ea | 7.80 |
| 220. | 30 | Scat Typewriter Cleaner, 2 oz. Bottles | .85 ea | 25.50 |
| 221. | 5,000 | Tag Wire, 12" 1000 per bundle | 2.95 M | 14.75 |
| 222. | 40 pcs. | Poster Board 22" x 28" White | 31 pcs | 12.40 |
| 223. | 20 bx. | Large Thumb Tacks, #4, 100 per box | 40 bx | 8.00 |
| 224. | 10 dz. | Map Tacks, Assorted Colors | 1.68 LOT | 1.68 LOT |
| 225. | 20 sets | C1-213-8 Aico Indexes | 6.92 set | 13.80 |
| 226. | 15 cans | 3M Desk & Office Cleaners | 1.39 ea | 20.85 |
| 227. | 4 sets | 9" High Metal Bookends | 2.95 set | 11.80 |
| 228. | 8 sets | 5" High Metal Bookends | .85 set | 6.80 |
| 229. | 10 | 15" Waste Baskets | 3.50 ea | 3500 |
| 230. | 10 | 12¼" Waste Baskets | 3.40 ea | 3400 |
| 231. | 40 | 47-812 Binders | .76 ea | 30.40 |
| 232. | 18 | 241-40N Post Binders | 8.09 ea | 145.62 |
| 233. | 6 | LV-219-A Legal Accordion File Alphabetized | 5.70 ea | 34.20 |
| 234. | 6 | R217A, Accordion or expanding files, letter size alphabetized | 4.00 ea | 24.00 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 235. | 70 | Indexes 504-40M | 139 oz | 97.30 |
| 236. | 6 dz. | Flash 32 Markers | 2.99 Dz | 17.94 |
| 237. | 5,000 | C-35 Roledex Cards | 595M | 29.75 |
| 238. | 1 Gross | Flash 30 Markers Assorted Colors | 30.00 gr | 30.00 |
| 239. | 6 | 3 Hole Paper Punch Y4-33 | 580 | 34.80 |
| 240. | 2 dz. | #1 Daters | 1440 Dz | 2880 |
| 241. | 2 dz. | #2 Daters | 1740 Dz | 3480 |
| 242. | 1M rools | 2¼" add. Machine Paper Single & White | 19 Roll | 190.00 |

COMPANY: Threx of Fort Wayne SIGNATURE: Jack G Schuch Partner

TERMS: _____ DATE: 5-11-78

TOTAL AMOUNT $ 13,134.77

FORM DP23 5-68

# CITY OF FORT WAYNE
## DEPARTMENT OF PURCHASES
Number One Main St., Ft. Wayne, Ind. 46802

## INVITATION

Page 1 of 16

Ref. No. 469

Date April 18, 1978

Date wanted

Fund Appropriation No.

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Address your reply as indicated below.*

*Mail all replies and correspondence, etc. to Att. of R. F. Bugher 423-7037 DEPARTMENT OF PURCHASES

Address Room 470, Number One Main St., Ft. Wayne, Ind. 46802

REQUIRED FOR DELIVERY TO:

Department or Division Office Services Department

Address Basement, City County Bldg. One Main Street
Fort Wayne, Indiana 46802

RETURN ORIGINAL TO THE CITY—RETAIN DUPLICATE COPY FOR YOUR FILE

Closing Time of Bids Thursday , May 11, 1978 at 10:30 A.M.

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY'S INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 34664. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 10 on reverse hereof for details.

**TAX EXEMPT (Unless otherwise indicated)**

| Quantity | Unit | Materials, Supplies, Equipment or Services | Unit Price | Total Amount |
|---|---|---|---|---|
| | | OFFICE SUPPLIES - July 1, 1978 thru June 30, 1979 | | |
| | | The award of this bid may be made on either an item by item or on an overall basis, as we determine the most beneficial to the City. | | |
| | | The supplies will be shipped only upon issuance of Purchase Orders as the need dictates. | | |
| | | Vendors must be able to supply from stock. If requests cannot be filled within seven (7) days, then approval will be required for extended delivery. | | |
| | | The Brand Names and Numbers are only intended to be used as a guide for bidders. If alternate is to be quoted it must be equal or better. Please list manufacturer and number on line provided. | | |
| | | All Unit Prices are to be extended. | | |
| | | Affirmative Action Program On File: ____ Attached: ____ | | |

Bid Bond required NO ☐ YES ☒ 5% of Bid Performance Bond NO ☒ YES ☐

See Instruction Item No. 15 on reverse side hereof.

Terms ____% cash discount if paid within ____ days from delivery and acceptance of goods or completion of services.

## PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid be accepted within a reasonable time from date of closing, to furnish any or all of the items or render such services upon which prices are quoted, in accordance with the specifications applying and at the price set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within ____ days from receipt of order.

IMPORTANT — As delivery may be a deciding factor in the award of an order, it is important that bidders furnish the information requested above.

Sign Here: James D. Shuherk, Jr.

* DOUBLEDAY BROS & CO
Name of Company

For * J.D Shuherk, Jr. Title * Asst. Mgr.

Address * 437 E. Berry Street

City * Fort Wayne, Indiana Date * 5.10.78

| ITEM | Est. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 1. | 50 | Accopress Binders, 11 x 8½, side openings BFS 2507 NEW #L2 25178 | .52EA | 26.00 |
| 2. | 40 | Accopress Binders, 11 x 8½, end opening BFS 1074 NEW #L2 17048 | .59EA | 23.60 |
| 3. | 80 | Accopress Binders, legal size, end opening red, with 3" capacity L2 19048 | .74EA | 59.20 |
| 4. | 40 | Wilson Jones 14-14 lin Nylon Prong Binders, 14 7/8 x 11 sheet L2 14-1411 | 1.55EA | 62.00 |
| 5. | 40 | Three-Ring, Loose-leaf, Hard cover 1" Ring with cloth hinge, Binders, Rogers 4345-14 L2 | 2.29EA | 91.60 |
| 6. | 10 | National 63-161, 9½ x 6 Binders Sub W.J. 354-12B L2 364-12NB | 1.37EA | 13.70 |
| 7. | 10 | National 64-261, 9½ x 6 Three Ring binders, Sub. Rogers 3329-12 1" Rings | 2.18EA | 21.80 |
| 8. | 10 | National 87-784 Black, Hard Covers Three-ring Binders 3" Rings | 9.84EA | 98.40 |
| 9. | 10 | Wilson Jones 345-40, 8½ x 5½ 2" Ring Binders, Sub. Rogers 1345-40 | 4.24EA | 42.40 |
| 10. | 10 | Rogers 4345-10, 8½ x 5½ 1" Binders stiff back, three ring | 2.29EA | 22.90 |
| 11. | 10 | Rogers 1344-14L, 11 x 8½ 1" Ring Binders | 5.04EA | 50.40 |
| 12. | 10 | Rogers 1349-44, three hole, black hard cover Binders 2" Rings | 3.10EA | 31.00 |
| 13. | 4 | Borum & Pease 1471 Roll Books 14 1/4 x 9 1/4, with 150 pages L9 1471-150 | 9.39EA | 37.56 |
| 14. | 10 | National Account Books, 37-331, or Borum and Pease 67-1/8, 150 pages L9 8304-15R WJ | 3.55EA | 35.50 |
| 15. | 100 | National 46-577 Money receipt books, 50 leaves, Sub. Wilson Jones S1607 | .48EA | 48.00 |
| 16. | 150 | Steno Notebooks, 36-746, Sub Wilson Jones 1115W Rockwell Barnes P3 2000 | .21EA | 31.50 |
| 17. | 20 bx. | Blue Manuscript Covers, 9 x 15½, 100 per box, Eaton 225 Southworth P1 41 | 2.22BX | 44.40 |
| 18. | 1M | Slider Back Report Covers - Clear L2 32457 | .115EA | 115.00 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. PRICE |
|---|---|---|---|---|
| 19 | 500 | #1128 Duo-Tang Covers, Light Blue with Pockets on both covers L2 1128 | .17EA | 85.00 |
| 20. | 1000 | #1258 Duo-Tang Covers, Green, Gray, Red Light Blue, and Dark Blue L2 1258 | .129EA | 129.90 |
| 21. | 12 sets | Drawer Frames 8½ x 11 F1 442 | 1.44ST | 17.28 |
| 22. | 12 sets | Drawer Frames 8½ x 14 F1 443 | 1.55St | 18.60 |
| 23. | 6000 | 8½ x 11, 1/3. 1/5, or straight cut file Folders, heavy manila F1 423 | 30.60M | 183.60 |
| 24. | 1400 | Legal size file folders, 1/3, 1/5. or straight cut , Manila F1 523 | 40.10M | 56.14 |
| 25. | 10 boxes | Pendaflex Folders 8½ x 11 Hanging F1 4152-1/5 | 3.785BX | 37.85 |
| 26. | 10 boxes | Pendaflex Folders 8½ x 14 Hanging F1 4153-1/5 | 4.379BX | 43.79 |
| 27. | 150 | 1524E Redrope file pockets, letter size | .459EA | 68.85 |
| 28. | 70 | 1526E Redrope vertical file pockets | .549EA | 38.43 |
| 29. | 700 | #1514C, 11-3/4 x 9½ vertical file pockets | .392EA | 274.40 |
| 30. | 150 | #1516C, Legal size Pronto file pockets | .459EA | 68.85 |
| 31. | 50 | #1536G Redrope legal size file pockets with 5½" expansion | .638EA | 31.90 |
| 32. | 300 | #1534-G File Pockets | .549EA | 164.70 16.47 |
| 33. | 50 | Smead #1075G Expanding Wallets | .818EA | 40.90 |
| 34. | 6 | Webster Collegiate 7th Edition Dictionary B5 8 | 7.30EA | 43.80 |
| 35. | 5000 | Sub. 20, size 2-7/16 x 4-5/16 Manila coin envelopes, with end flap P2 502-70 | 6.07M | 30.35 |
| 36. | 100 | Sub. 28, 9 x 12 White Catalogue Envelope P2 415-82 | 3.94C | 3.94 |
| 37. | 500 | Sub. 32, 7½ x 10½, glazed Kraft Klasp Envelopes | 3.81C | 19.05 |
| 38. | 1000 | Sub. 32, 10 x 13 Glazed Kraft Klasp Envelopes P2 38-097 | 5.30C | 53.00 |
| 39. | 1000 | Sub. 32, 11½ x 14½ Glazed Kraft Klasp Envelopes P2 38-105 | 6.50C | 65.00 |
| 40. | 1000 | Sub. 32, 12 x 15½ Glazed Kraft Klasp Envelopes P2 38-110 | 7.00C | 70.00 |
| 41. | 1600 | Sub. 32, 6 x 9 Glazed Kraft Klasp Envelopes P2 38-055 | 3.07C | 49.12 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 42. | 1000 | Sub. 32, 10 x 15 Glazed Brown Kraft Envelopes without clasp, gummed end flap P2 38-098 | 6.35C | 63.50 |
| 43. | 500 | 9¼ x 14½ Manila Envelopes, with clasp P2 94 | 5.90C | 29.50 |
| 44. | 500 | 10 x 15 Manila Envelopes with clasp P2 98 | 6.35C | 31.75 |
| 45. | 8000 | 9 x 12 Brown Clasp Envelopes P2 90 | 4.54C | 363.20 |
| 46. | 30 sets | Smead 1151-25, 11 x 8½ Pressboard file guides, metal tabbed. F1 1151-25 | 5.44ST | 163.20 |
| 47. | 15 sets | Smead 2151-25 Alphabetized Green Pressboard file Dividers, Legal size, Sub. Barkley 215-25-1 F1 2151-25 | 6.60ST | 99.00 |
| 48. | 10 sets | Smead 515-25, 3 x 5 Alphabetical Card Guides, Sub. Barkley 575-25 | .75ST | 7.50 |
| 49. | 10 sets | Smead 5151-25, 3 x 5 Alphabetical card guides, Metal tabbed, Sub. Barkley 515-25-1 | 3.18ST | 31.80 |
| 50. | 20 sets | Smead 625-25, 4 x 6 Buff Guides, Alphabetical, Sub. Barkley 675-25 | .59ST | 11.80 |
| 51. | 10 boxes | 1/5 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 575 F2 525 | 1.19C | 11.90 |
| 52. | 10 boxes | 1/3 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 573 F2 523 | 1.19C | 11.90 |
| 53. | 10 boxes | 1/3 cut, 4 x 6 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 673 F2 623 | 1.81C | 18.10 |
| 54. | 10 boxes | 1/5 Cut, 4 x 6 Card Guides, Plain Blank Tab Buff, 100 per box F2 625 | 1.81C | 18.10 |
| 55. | 10 sets | Smead 6151-25, 4 x 6 Alphabetical Metal tabbed file guides, Sub. Barkley 615-25-1 | 3.43ST | 34.30 |
| 56. | 10 boxes | 1/3 cut, 5 x 8 Card Guides, plain blank tab, Buff 100 per box, Sub. Barkley 873 F2 823 | 2.90C | 29.00 |
| 57. | 30 sets | 4 x 6 Plastic tabbed card guides, Buff Alphabetical F2 6250-25 | 1.16ST | 34.80 |
| 58 | 30 sets | 5 x 8 Plastic tabbed card guides, Buff-Alphabetical F2 8250-25 | 1.31ST | 39.30 |
| 59. | 20 sets | 3 x 5 Plastic Tab Alphabetical Card Guides F2 5250-25 | .83ST | 16.60 |
| 60. | 20 sets | 5 x 8 Alphabetical, metal tabbed pressboard file guides, Sub. Barkley 815-25-1 F2 8151-25 | 3.83ST | 76.60 |
| 61. | 7000 | 3 x 5 White ruled cards, #110 Index F3 17H | 1.58M | 11.06 |
| 62. | 3000 | 4 x 6 White ruled cards #110 Index F3 18H | 2.75M | 8.25 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 63. | 3000 | 5 x 8 White ruled cards, #110 Index F3 19H | 4.47M | 13.41 |
| 64. | 5000 | 8½ x 11 National 14-281 White Faint Ruled, three ring filler paper WJ L4 2713F | .87C | 43.50 |
| 65. | 30 | National 45-604 Analysis Pads, Sub. Wilson Jones 7204 P3 7204 | .99EA | 29.70 |
| 66. | 30 | National 45-607 Analysis Pads, Sub. Wilson Jones 7207 P3 7207 | .99EA | 29.70 |
| 67. | 20 | Wilson Jones G7214D Analysis Pads | .99EA | 19.80 |
| 68. | 40 | National 45-608 Analysis Pads, Sub. Wilson Jones 7208 | .99EA | 39.60 |
| 69. | 75 | Wilson Jones 7513 Analysis Pads P3 G7513 | 1.96EA | 147.00 |
| 70. | 10 | G7608B Wilson Jones Analysis Pads P3 G7608B | 1.187EA | 11.87 |
| 71. | 10 | National 45-104 Analysis Pads, Sub. Wilson Jones 7604 P3 G7604 | .76EA | 7.60 |
| 72. | 30 | W.J. Columnar Pads #G7205 | .99EA | 29.70 |
| 73. | 600 | Wilson Jones Columnar 10-3 sheets, 9½ x 11 7/8 L4 10-3 | 4.51C | 27.06 |
| 74. | 5 pkg. | G10-8 Ledger Sheets L4 G10-8 | 4.51C | 22.55 |
| 75. | 70 dz. | 8½ x 11 Letter size ruled pads, yellow white #59-0250 P3 C3901 or P3 C3941 | 2.208DZ | 154.56 |
| 76. | 100 dz. | 8½ x 14 Legal ruled pads, yellow, white P3 CW51R (wht) P3 C51R (canary) | 3.132DZ | 313.20 |
| 77. | 100 dz. | 8½ x 11 Legal ruled pads, yellow, white #59-1280 P3 CW51RS (wht) P3 C51RS (canary) | 2.705DZ | 270.50 |
| 78. | 1 gr. | 5 x 8 legal pads - Canary P3 85 | 1.38DZ | 16.56 |
| 79. | 1 gr. | 5 x 8 Legal Pads - White Gates P3 | 1.38DZ | 16.56 |
| 80. | 600 | 8½ x 11 Acetate sheet protectors, for three ring binders, #313, .005 Ga. L6 DB13 | .06EA | 36.00 |
| 81. | 12 rls. | C R 16 Correction Tape S3 CR16- | .39RL | 4.68 |
| 82. | 10 | Paper Spindles H4 6F | .55EA | 5.50 |
| 83. | 60 | Ko-Rec-Type, all colors S3 1 | .57PK | 34.20 |
| 84. | 20 | Ko-Rec-Type, for Errors S3 1 | .57PK | 11.40 |
| 85. | 50 lbs. | Misc. Rubber Bands, size 10, 14, 16, 19, 32, 62, and 84 A6 1- | 1.523LB | 76.15 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 86. | 16 | Weis #35 File Boxes, Sub. Hedges #1035 E8 35C | 2.05EA | 32.80 |
| 87. | 16 | Weis #46 Storage Boxes with follow black for 4 x 6 cards, Sub. Hedges #1046 E8 46C | 2.55EA | 40.80 |
| 88. | 10 | Weis #835 WG, Gray Metal File Boxes, for 3 x 5 Cards E8 835 | 4.17EA | 41.70 |
| 89. | 20 | Weis #846 WG, Gray Metal File Boxes, for 4 x 6 Cards E8 846 | 4.89EA | 97.80 |
| 90. | 20 | #523 - 3 x 5 File Boxes 3" Deep E8 533 | 1.96EA | 39.20 |
| 91. | 10 | Weis #858 WG, Gray Metal File Boxes, for 5 x 8 Cards E8 858 | 5.61EA | 56.10 |
| 92. | 18 | Hedges File Boxes #1058 E8 58C | 2.91EA | 52.38 |
| 93. | 20 | 1210L Pronto File, Letter size with Metal Front Drawer Type E5 1210L | 6.84EA | 136.80 |
| 94. | 16 | 1510L Pronto Files, Legal size with metal front drawer type E5 1510L | 8.73EA | 139.68 |
| 95. | 20 | #2 Liberty Storage Boxes E5 2 | 1.355EA | 27.10 |
| 96. | 60 | #11 Liberty Storage Boxes E5 11 | 1.736EA | 104.16 |
| 97. | 50 | #12 Liberty Storage Boxes E5 12 | 1.915EA | 95.75 |
| 98. | 50 | #15 Liberty Storage Boxes E5 15 | 1.467EA | 73.35 |
| 99. | 20 | #18 Liberty Storage Boxes E5 18 | 1.366EA | 27.32 |
| 100. | 30 | 6 x 9 Clipboards, #203 F7 203 | .548EA | 16.44 |
| 101. | 30 | Letter size Clipboards F7 204 | .582EA | 17.46 |
| 102. | 40 | Legal Size Clipboards F7 205 | .828 EA | 33.12 |
| 103. | 30,000 | #1 Paper Clips H4 72345 | .90M | 27.00 |
| 104. | 24 bx. | #1 Paper Clamps (12 to box) H4 72610 | .40BX | 9.60 |
| 105. | 4,000 | #3 Paper Clips, 7/8" long H4 72320 | 1.15M | 4.60 |
| 106. | 2,000 | Jumbo Paper Clips, 2" Long H4 72545 | 3.30M | 6.60 |
| 107. | 4 dz. | Magnetic Clips with 1¼" Clamp Hunt PE 2026, or equivalent H4 2026 | 3.628DZ | 14.51 |
| 108. | 24 | Magnetic Paper Clip Holders H4 9064 | .84EA | 20.16 |
| 109. | 4 dz. | Magnetic clips with 2¼" Clamp Hunt PE 2027 or equivalent H4 2027 | 4.97DZ | 19.88 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 110. | 8 dz. | #2 Binder Clip-Clamps H4 20BC | .52DZ | 4.16 |
| 111. | 4 dz. | #5 Binder Clip-Clamps L.E.B. H4 50 | .80DZ | 3.20 |
| 112. | 4 dz. | #10 Binder Clip-Clamps H4 100 | 2.02DZ | 8.08 |
| 113. | 50 | #1 Stamp Pads, Black & Red R2 100 | .53EA | 26.50 |
| 114. | 20 | #2 Stamp Pads, Black & Red R2 200 | .74EA | 14.80 |
| 115. | 50 | ½" Scotch Tape Dispensers, H-126 A8 H126 | .29EA | 14.50 |
| 116. | 50 | 3/4" Scotch Tape Dispensers, H-127 A8 H127 | .29EA | 14.50 |
| 117. | 6 | C-20 Tape Dispensers A8 C20 | 4.40EA | 26.40 |
| 118. | 4 dz. | #100 Pink Pearl Erasers N6 100 | 1.82DZ | 7.28 |
| 119. | 10 dz. | #7099B AW Faber Eraser Sticks, with Brush Sub. Venus N6 7099B | 2.72DZ | 27.20 |
| 120. | 2 gr. | Pencil Tip Wedge Erasers N6 1212 | 3.23QR | 6.46 |
| 121. | 4 dz. | #211 Art Gum Erasers N6 211 | 2.32DZ | 9.28 |
| 122. | 6 dz. | #7077B Erasers N6 7077B | 2.72DZ | 16.32 |
| 123. | 2 dz. | #400 Eberhard Faber Pink Pearl Erasers N6 400 | 2.55DZ | 5.10 |
| 124. | 2 dz. | #1207 Eberhard Faber Erasers N6 1207 | 2.52DZ | 5.04 |
| 125. | 4,000 | #3 Round Head Brass Fastners H4 71503 | 6.39M | 25.56 |
| 126. | 8 bx. | #22 Acco Fastners, 50 per box L7 70022 | 1.25BX | 10.00 |
| 127. | 10 dz. | Parr Swingline Finger Tips, size 11, 11½, 12, 13 and 13A A8 | .93DZ | 9.30 |
| 128. | 6 | Liberty #76, 7 x 9½ metal copy holder S3 76 | 1.49EA | 8.94 |
| 129. | 20 bx. | Push Pins Assorted Colors H4 CP | 1.40BX | 28.00 |
| 130. | 60 | Letter size, desk trays, gray #1600 Eldon K3 1600 | 1.53EA | 91.80 |
| 131. | 20 | Eldon Desk Trays, Legal #1604 K3 1604 | 2.67EA | 53.40 |
| 132. | 20 pkg. | Avery ½" dots, white A5 R808 | .76PK | 15.20 |
| 133. | 20 pkg. | Avery ½" dots, colors A5 8081 | .92PK | 18.40 |
| 134. | 20 pkg. | Avery 3/4" dots, colors A5 T5469 | 1.075 PK | 21.50 |
| 135. | 2 dz. | Smead Spi-Roll labels, Cherry, Blue, & Buff F1 N444 | 6.45DZ | 12.90 |

| ITEM | EST. QTY | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 136. | 40 pkg. | Labels, Avery Self-Adhesive, unprinted S-6432 A5 S6432 | 1.12PK | 44.80 |
| 137. | 40 pkg. | Labels, Avery Self-Adhesive, unprinted 5375 A5 5375 | 1.33PK | 53.20 |
| 138. | 6 | "Cavalier" List-finders, complete A2 CBK | 9.31EA | 55.86 |
| 139. | 8 | List Finders refills, Cavalier Model A2 6500R | 1.85EA | 14.80 |
| 140. | 10 | Bates List Finders, "Director" Model - complete A2 DBE | 5.75EA | 57.50 |
| 141. | 8 | List Finders Refills, "Director" Model A2 395DR | 1.85EA | 14.80 |
| 142. | 6 bx. | 3631 Carter's Purple Ditto Masters, 8½ x 11 Sub. Allied N7 3405-11 | 5.10BX | 30.60 |
| 143. | 30 dz. | Felt-tipped Markers, Pencil type, Estabrook, various colors, Sub. Dri-Mark PR & PFR N2 170 | 2.97DZ | 89.10 |
| 144. | 30 dz. | Markers, All-Rite Fine Line, Sprite Orange N2 30 | 2.50DZ | 75.00 |
| 145. | 24 | Sterling Master Envelopes, Moistened (Plastic tube with sponge) A8 15 | .22EA | 5.28 |
| 146. | 40 gr. | Black Lead Pencils, Ticonderoga #2, 2½, & 3. N5 1388 | 11.42GR | 456.80 |
| 147. | 50 dz. | Eagle Veri-Thin Pencils, with erasers, various colors N5 795 | (Doubleday 4.85GR) 1.28DZ | 64.00 |
| 148. | 20 dz. | Eagle Veri-Thin Pencils, without erasers, various colors N5 2700 series | 1.28DZ | 25.60 |
| 149. | 8 dz. | A.W. Faber-Castell Drawing Pencils 2H & 3H N5 9000 series | 3.02DZ | 24.16 |
| 150. | 60 dz. | All-Rite Office Riters, Extra fine line, #522, #542, Colors Red, Blue & Black N1 S542 | 2.59DZ | 155.40 |
| 151. | 60 dz. | S54E Med. All Rite Pens N1 S54E | 2.02DZ | 121.20 |
| 152. | 1 gr. | #207 Magic Marker - All Colors N2 208 | 2.36DZ | 28.32 |
| 153. | 4 dz. | Universal Refills for Ball Point Pens, Medium point, Blue, Black and Red N1 1BE, etc. | 3.48DZ | 13.92 |
| 154. | 7 dz. | Magic Markers Wide Nib. El Marko N2 753-01 | 2.38DZ | 16.66 |
| 155. | 2 grs. | Pentel Rolling Riter Assorted Colors #R-100 OR Pilot ball liner BL100 | 6.21DZ (Pilot 4.47DZ | 74.52GR 53.64GR) |
| 156. | 2 grs. | Wonder Riters Assorted Colors Papermate hardheads N2 880 | 3.90DZ | 93.60 |
| 157. | 1 gr. | Lindy Medium Pens #460M Assorted Colors N1 460M | 3.90DZ | 46.80GR |
| 158. | 10 tubes | Pentel Eraser Refills Pilot N4 MS10 | .22TB | 2.20 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 159. | 1 dz. | Sta-Put Pen and Anchors - W. T. Rogers N1 2109 | 1.12EA | 13.44 |
| 160. | 2 dz. | Sta-Put Pen Refills - W. T. Rogers 3/card N1 2168/2178 | .42/ea .560D | 10.68 2.24 |
| 161. | 60 dz. | Bic Pens, Medium Point Papermate N1 331-11 | .81DZ | 48.60 |
| 162. | 60 dz. | Bic Pens, Fine Point Papermate N1 336-11 | .81DZ | 48.60 |
| 163. | 4 dz. | Papermate Pens, Refillable Ball Point N1 M059 | 4.68DZ | 18.72 |
| 164. | 36 | Pental Sharp 5 Eversharps N4 S15A (or S154) | 1.04EA | 37.44 |
| 165. | 30 tubes | Pental Lead for Sharp 5 Pencils N4 100 | .36TB | 10.80 |
| 166. | 4 dz. | Dri-Mark Nylon Tip Pen , Various Colors Papermate N2 PM49 | 1.12DZ | 4.48 |
| 167. | 20 | Medium Priced Metal Letter Openers H3 150 or H3 175 | .31EA | 6.20 |
| 168. | 2 ct. | #2 Dennison gummed Reinforcements, 72 boxes to a carton A5 52-112 | 11.29CT | 22.58 |
| 169. | 24 | 12" Wood Ruler, with double metal edge D2 AA102-12 | .32EA | 7.68 |
| 170. | 24 | 15" Wood Ruler, with double metal edge D2 AA102-15 | .38EA | 9.12 |
| 171. | 24 | 18" Wood Ruler, with double metal edge D2 AA102-18 | .41EA | 9.84 |
| 172. | 20 | 10" straight scissors, medium priced H3 90-10 | 1.97PR | 39.40 |
| 173. | 36 | #30 Acco Staplers #73304 H1 73304 | 5.67EA | 204.12 |
| 174. | 50 bx. | Staples for #4 Swingline Staplers H1 43 | .45BX | 22.50 |
| 175. | 10 bx. | Ace #700 undulated staples H1 700 | .90BX | 9.00 |
| 176. | 6 | #702 Ace Clipper ~~Staples~~ Staplers H1 702 | 4.55EA | 27.30 |
| 177. | 40 | Ace Standard #600 Staple Removers H1 600 | .50EA | 20.00 |
| 178. | 20 | Pencil Sharpener, Boston 1068, self-feed Beige color, vacuum Base M3 1068 | 5.16EA | 103.20 |
| 179. | 10 | Desk Organizers K3-20HV-GRA Vertiflex K3 70 | 9.19EA | 91.90 |
| 180. | 10 | Desk Organizers #306 K3 306 | 6.47EA (FOR WALNUT [WALNUT] 6.52 EA) | 64.70 |
| 181. | 4 rls. | #710 Scotch Tape, 2" wide x 72 yds. black pressure A8 710 | 8.00EA | 32.00 |
| 182. | 80 | #810 Mending Tape, ½" x 1296" A8 810½ | .70EA | 56.00 |
| 183. | 60 | #810 Mending Tape 3/4" x 300" with Dispenser A8 105A | .35EA | 21.00 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 184. | 150 | #810 Mending Tape, 3/4 x 1296" A8 810S3/4 | .94EA | 141.00 |
| 185. | 20 | #810 Mending Tape 3/4" x 2592" A8 810L3/4 | 1.65EA | 33.00 |
| 186. | 70 | #600 Scotch Tape, ½"x1296" A8 600S½ | .52Ea | 36.40 |
| 187. | 50 | #600 Scotch Tape, 3/4" x 1296" A8 600S3/4 | .69EA | 34.50 |
| 188. | 20 | #600 Scotch Tape, 3/4" x 2592" A8 600L3/4 | 1.07EA | 21.40 |
| 189. | 50 | #230 Scotch Brand Drafting Tape, 3/4" x 60 yds. rolls A8 230-3/4 | 1.61EA | 80.50 |
| 190. | 30 | #230 Scotch Brand Drafting Tape, 1" x 60 Yard Rolls A8 230-1 | 2.00EA | 60.00 |
| 191. | 100 ft. | Magnetic Tape - ½" Wide A5 763½ | .27FT | 27.00 |
| 192. | 40 rls. | ¼" Wide Dymo Tape, Black, Blue, Green & Brown A5 5206 | .45RL | 18.00 |
| 193. | 40 rls | 3/8" Wide Dymo Tape, Black, Blue, Green & Brown A5 5201 | .56RL | 22.40 |
| 194. | 20 rls | ½" Dymo Tape, Assorted Colors A5 158 | .70RL | 14.00 |
| 195. | 1 dz. | Engrs. Scales & Cases (3 sided) D2TS-657 | 1.28EA | 15.36 |
| 196. | 30 bx. | ½" Clear Index Tabbing, 5 ft. per box L3 10121 | .53BX | 15.90 |
| 197. | 20 bx. | Index Tabs, Various Colors, #381, #382, #383, 385 and 387, 5 ft. per box L1 381, etc. | .84BX | 16.80 |
| 198. | 24 rls. | #880, 3/4" x 60 yd., Filament tape, Scotch Brand A8 880-3/4 | 2.48RL | 59.52 |
| 199. | 12 | #18 Polished Cotton Twine ½" Balls W3 4208 | 1.33EA | 15.96 |
| 200. | 12 | 2½ lb. Cones of 20 Ply Cotton Twine W3 26 | ~~6.00EA~~ | ~~72.00~~ |
| 201. | 30 | 19 x 24 Green Desk Pad Blotters K1 4901 | .18EA | 5.40 |
| 202. | 50 | 19 x 24 Desk Pads, Green 21403 K1 21403 | 2.08EA | 104.00 |
| 203. | 100 | 19 x 24 Acetate Desk Pad Covers, .0075 thick L6 10700 | .43EA | 43.00 |
| 204. | 10 | Rubber Pads for Under Typewriters S3 1213 | .95EA | 9.50 |
| 205. | 6 | X6-403CR, ¼" Clipper type paper punches H2 MG403R | .62EA | 3.72 |
| 206. | 30 | Write-O-Folio Jr. P3 R535 | .99EA | 29.70 |
| 207. | 30 | Write-O-Folio Legal size P3 R253 | 2.05EA | 61.50 |
| 208. | 40 | Write-O-Folio Letter Size P3 R252 | 1.84EQ | 73.60 |
| 209. | 1 gr. | Liquid Paper - White S3 564 | .50EA | 72.00 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 210. | 24 bt. | Liquid Paper Thinner S3 565 | .26EA | 6.24 |
| 211. | 60 btls | Liquid Paper - Copies Only S3 710 | .55EA | 33.00 |
| 212. | 60 btls. | Liquid Paper - In Colors S3 564C | .62EA | 37.20 |
| 213. | 30 gal. | Ditto Fluid, in 1 gallon jugs N7 325K | 2.20GAL | 66.00 |
| 214. | 48 | Blue-Black Ink Cartridges 6/pk N1 95310 | .46PK | 22.08 |
| 215. | 20 | Stamp Pads Ink, in 1¾ oz. bottles, black & red R3 411½ | .48PK | 9.60 |
| 216. | 4 dz. | Carter's Rubber Cement, 4 oz. bottles, Sub. Ross - Evans C1 494 | 4.69DZ | ~~18.76~~ ~~56.28~~ |
| 217. | 10 | Empty Pint Jar, with Applicator Brush, for Carter's Rubber Cement C1 492BR | 1.92EA | 19.20 |
| 218. | 4 | Carter's Rubber Cement, in 1 gallon containers C1 490 | 4.58GL | 18.32 |
| 219. | 4 | Carter's Rubber Cement Thinner, in 1 quart containers, Sub. Ross-Evans C1 91T | 1.13EA | 4.52 |
| 220. | 30 | Scat Typewriter Cleaner, 2 oz. Bottles S3 2 | .71EA | 21.30 |
| 221. | 5,000 | Tag Wire, 12" 1000 per bundle A5 74919 | 1.69M | 8.45 |
| 222. | 40 pcs. | Poster Board 22" x 28" White D4 58-010 | .27PCS | 10.80 |
| 223. | 20 bx. | Large Thumb Tacks, #4, 100 per box H4 53 | .45BX | 9.00 |
| 224. | 10 dz. | Map Tacks, Assorted Colors J2 MTA | ~~.13/dz~~ ~~1.30~~ | ~~1.30~~ ~~127.70~~ |
| 225. | 20 sets | C1-213-8 Aico Indexes L3 C1213-8 | .60ST | 12.00 |
| 226. | 15 cans | 3M Desk & Office Cleaners A7 573 | 1.10EA | 16.50 |
| 227. | 4 sets | 9" High Metal Bookends K3 LU9 | 2.26ST | 9.04 |
| 228. | 8 sets | 5" High Metal Bookends K3 BS124 | .84ST | 6.72 |
| 229. | 10 | 15" Waste Baskets K6 2956 | 1.77EA | 17.70 |
| 230. | 10 | 12" Waste Baskets K6 2955 | 1.21EA | 12.10 |
| 231. | 40 | 47-812 Binders L2 47-812 | .62EA | 24.80 |
| 232. | 18 | 241-40N Post Binders L2 241-40N | 6.33EA | 113.94 |
| 233. | 6 | LV-219-A Legal Accordion File Alphabetized P6 R219A | 4.47EA | 26.82 |
| 234. | 6 | R217A, Accordion or expanding files, letter size alphabetized P6 R217A | 3.15EA | 18.90 |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|
| 235. | 70 | Indexes 504-40M L3 504-40M | 1.04ST | 72.80 |
| 236. | 6 dz. | Flash 32 Markers N2 32/ N2 SWPP | 3.00DZ | 18.00 |
| 237. | 5,000 | C-35 Roledex Cards F4 C35 | 5.38M | 26.90 |
| 238. | 1 Gross | Flash 30 Markers Assorted Colors N2 30 | 2.50DZ | 30.00 |
| 239. | 6 | 3 Hole Paper Punch Y4-33 H2 33 | 4.36EA | 26.16 |
| 240. | 2 dz. | #1 Daters R1 1 | .85EA | 20.40 |
| 241. | 2 dz. | #2 Daters R1 2 | 1.02EA | 24.48 |
| 242. | 1M rools | 24" add. Machine Paper Single & White P4 C750N | .21RL | 210.00 |

COMPANY: DDOUBLEDAY BROS & CO

SIGNATURE: JAMES D SHUHERK JR

TERMS: NET 30 DAYS

DATE: 5/10/78

11,101.51

TOTAL AMOUNT $ ~~11,108.86~~

Bid # 469
Office Supplies

| ITEM | Est. QTY. | DESCRIPTION | B-0013 Shaw Page 1 of 11 Add. o.k. Bond UNIT PRICE | EST. TOTAL | B-0014 Doubleday Add. o.k. Bond UNIT PRICE | EST. TOTAL | B-0015 Bergman Sample Add. o.k. Bond UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1. | 50 | Accopress Binders, 11 x 8½, side openings BFS 2507 | .60/ea | 30.00 | .52/ea 2-25-78 | 26.00 | .55/ea | 27.50 | | | | | |
| 2. | 40 | Accopress Binders, 11 x 8½, end opening BFS 1074 | .79/ea | 31.60 | .59/ea 17-78 | 23.60 | .66/ea | 26.40 | | | | | |
| 3. | 80 | Accopress Binders, legal size, end opening red, with 3" capacity | .95/ea | 76.00 | .74/ea 2-19-78 | 59.20 | .85/ea | 68.00 | | | | | |
| 4. | 40 | Wilson Jones 14-14 lin Nylon Prong Binders, 14 7/8 x 11 sheet | 1.59/ea | 63.60 | 1.55/ea 2-14-1411 | 62.00 | 1.87/ea | 74.80 | | | | | |
| 5. | 40 | Three-Ring, Loose-leaf, Hard cover 1" Ring with cloth hinge, Binders, Rogers 4345-14 | 2.90/ea | 116.00 | 2.29/ea | 91.60 | 2.50/ea | 100.00 | | | | | |
| 6. | 10 | National 63-161, 9½ x 6 Binders Sub W.J. 364-12B | 1.79/ea | 17.90 | 1.37/ea 364-1487 | 13.70 | 1.85/ea | 18.50 | | | | | |
| 7. | 10 | National 64-261, 9½ x 6 Three Ring binders, Sub. Rogers 3329-12 1" Rings | 3.60/ea | 36.00 | 2.18/ea | 21.80 | 2.37/ea | 23.70 | | | | | |
| 8. | 10 | National 87-784 Black, Hard Covers Three-ring Binders 3" Rings | 9.25/ea | 92.50 | 9.84/ea | 98.40 | 6.95/ea | 69.50 | | | | | |
| 9. | 10 | Wilson Jones 345-40, 8½ x 5½ 2" Ring Binders, Sub. Rogers 1345-40 | 6.99/ea | 69.90 | 4.24/ea | 42.40 | 3.70/ea | 37.00 | | | | | |
| 10. | 10 | Rogers 4345-10, 8½ x 5½ 1" Binders stiff back, three ring | 2.90/ea | 29.00 | 2.29/ea | 22.90 | 2.50/ea | 25.00 | | | | | |
| 11. | 10 | Rogers 1344-14L, 11 x 8½ 1" Ring Binders | 8.29/ea | 82.90 | 5.04/ea | 50.40 | 5.28/ea | 52.80 | | | | | |
| 12. | 10 | Rogers 1349-44, three hole, black hard cover Binders 2" Rings | 4.65/ea | 46.50 | 3.10/ea | 31.00 | 3.24/ea | 32.40 | | | | | |
| 13. | 4 | Borum & Pease 1471 Roll Books 14 1/4 x 9 1/4, with 150 pages | 9.55/ea | 38.20 | 9.39/ea 1471 | 37.56 | 9.18/ea | 36.72 | | | | | |
| 14. | 10 | National Account Books, 37-331, or Borum and Pease 67-1/8, 150 pages | 4.68/ea | 46.80 | 3.55/ea | 35.50 | 4.50/ea | 45.00 | | | | | |
| 15. | 100 | National 46-577 Money receipt books, 50 leaves, Sub. Wilson Jones S1607 | .30/ea | 30.00 | .48/ea | 48.00 | .50/ea | 50.00 | | | | | |
| 16. | 150 | Steno Notebooks, 36-746, Sub Wilson Jones 1115W | .37/ea | 55.50 | .21/ea | 31.50 | .30/ea | 45.00 | | | | | |
| 17. | 20 bx. | Blue Manuscript Covers, 9 x 15½, 100 per box, Eaton 225 | 3.60/ea | 72.00 | 2.25/ea | 41.00 | 2.45/ea | 51.00 | | | | | |
| 18. | 1M | Slider Back Report Covers - Clear | .12/ea | 120.00 | .115/ea | 115.00 | .12/ea | 120.00 | | | | | |

| EST. QTY. | DESCRIPTION | UNIT PRICE | EST. PRICE | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 500 | #1128 Duo-Tang Covers, Light Blue with Pockets on both covers | .13/ea | 65.00 | .17/ea | 85.00 | .21/ea | 105.00 | | | | | | |
| 1000 | #1258 Duo-Tang Covers, Green, Gray, Red Light Blue, and Dark Blue | .15/ea | 150.00 | .12/1 | 120.00 | .15/1 | 150.00 | | | | | | |
| 12 sets | Drawer Frames 8½ x 11 | 2.38/ea | 28.56 | 1.44/ea | 17.28 | 1.95/ea | 23.40 | | | | | | |
| 12 sets | Drawer Frames 8½ x 14 | 2.76/ea | 33.12 | 1.55/ea | 18.60 | 2.06/ea | 24.72 | | | | | | |
| 6000 | 8½ x 11, 1/3. 1/5, or straight cut file Folders, heavy manila | 29.49/m | 176.94 | 30.66/m | 183.96 | 31.84/m | 191.04 | | | | | | |
| 1400 | Legal size file folders, 1/3, 1/5. or straight cut , Manila | 35.00 | 49.00 | 40.00/m | 56.00 | 41.60/m | 58.24 | | | | | | |
| 10 boxes | Pendaflex Folders 8½ x 11 Hanging | 4.50 | 45.00 | 3.70/box | 37.00 | 4.44/box | 44.40 | | | | | | |
| 10 boxes | Pendaflex Folders 8½ x 14 Hanging | 4.98 | 49.80 | 4.37/box | 43.70 | 4.76/box | 47.60 | | | | | | |
| 150 | 1524E Redrope file pockets, letter size | 54.29/c | 81.42 | 45.00/c | 67.50 | 53.00/c | 79.50 | | | | | | |
| 70 | 1526E Redrope vertical file pockets | .63/ea | 44.10 | 54.00/c | 37.80 | 60.00/c | 42.00 | | | | | | |
| 700 | #1514C, 11-3/4 x 9½ vertical file pockets | 45.15/c | 316.05 | 39.00/c | 273.00 | 44.00/c | 308.00 | | | | | | |
| 150 | #1516C, Legal size Pronto file pockets | 54.27/c | 81.41 | 45.00/c | 67.50 | 53.00/c | 79.50 | | | | | | |
| 50 | #1536G Redrope legal size file pockets with 5½" expansion | .73/ea | 36.50 | .63/ea | 31.50 | .76/ea | 38.00 | | | | | | |
| 300 | #1534-G File Pockets | 63.37/c | 190.11 | 54.00/c | 162.00 | .64/ea | 192.00 | | | | | | |
| 50 | Smead #1075G Expanding Wallets | .95/ea | 47.50 | .81/ea | 40.50 | .92/ea | 46.00 | | | | | | |
| 6 | Webster Collegiate 7th Edition Dictionary | 7.65/ea | 45.90 | 7.30/ea | 43.80 | 7.85/ea | 47.28 | | | | | | |
| 5000 | Sub. 20, size 2-7/16 x 4-5/16 Manila coin envelopes, with end flap | No | Bid | 6.01/m | 30.05 | 8.41/m | 42.05 | | | | | | |
| 100 | Sub. 28, 9 x 12 White Catalogue Envelope | 4.50/c | 4.50 | 3.94/c | 3.94 | 4.14/c | 4.14 | | | | | | |
| 500 | Sub. 32, 7½ x 10½, glazed Kraft Klasp Envelopes | 5.10/c | 25.50 | 3.81/c | 19.05 | 4.00/c | 20.00 | | | | | | |
| 1000 | Sub. 32, 10 x 13 Glazed Kraft Klasp Envelopes | 6.94/c | 69.40 | 5.30/c | 53.00 | 5.57/c | 55.70 | | | | | | |
| 1000 | Sub. 32, 11½ x 14½ Glazed Kraft Klasp Envelopes | 9.41/c | 94.10 | 6.50/c | 65.00 | 6.83/c | 68.30 | | | | | | |
| 1000 | Sub. 32, 12 x 15½ Glazed Kraft Klasp Envelopes | 9.36/c | 93.60 | 7.00/c | 70.00 | 7.35/c | 73.50 | | | | | | |
| 1000 | Sub. 32, 6 x 9 Glazed Kraft Klasp Envelopes | 4.14/c | 41.40 | 3.00/c | 30.00 | 3.15/c | 31.50 | | | | | | |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Last | | Rockford | | Ring Equip. | | | | | |
| 42. | 1000 | Sub. 32, 10 x 15 Glazed Brown Kraft Envelopes without clasp, gummed end flap | 7¢ | 70.00 | 6.35/c | 63.50 | 49.38/m | 49.38 | | | | |
| 43. | 500 | 9½ x 14½ Manila Envelopes, with clasp | 7.82/c | 39.10 | 6.30/c | 31.50 | 6.24/c | 31.20 | | | | |
| 44. | 500 | 10 x 15 Manila Envelopes with clasp | 8.42/c | 42.10 | 6.30/c | 31.70 | 6.15/c | 33.75 | | | | |
| 45. | 8000 | 9 x 12 Brown Clasp Envelopes | 40.80/m | 326.40 | 4.50/c | 36.00 | 46.15/m | 369.20 | | | | |
| 46. | 30 sets | Smead 1151-25, 11 x 8½ Pressboard file guides, metal tabbed. | 6.32/set | 189.60 | 5.44/set | 163.20 | 4.96/set | 148.80 | | | | |
| 47. | 15 sets | Smead 2151-25 Alphabetized Green Pressboard file Dividers, Legal size, Sub. Barkley 215-25-1 | 8.29/set | 124.35 | 6.60/set | 99.00 | 5.57 93.35 / 93.35 | 1.54.00 | | | | |
| 48. | 10 sets | Smead 515-25, 3 x 5 Alphabetical Card Guides, Sub. Barkley 575-25 | 94¢/set | 9.40 | 75¢/set | 7.50 | .71 77¢/set | 7.40 | | | | |
| 49. | 10 sets | Smead 5151-25, 3 x 5 Alphabetical card guides, Metal tabbed, Sub. Barkley 515-25-1 | 4.09/set | 40.90 | 3.18/set | 31.80 | 3.30/set | 1.33.00 | | | | |
| 50. | 20 sets | Smead 625-25, 4 x 6 Buff Guides, Alphabetical, Sub. Barkley 675-25 | .77/set | 15.40 | .59/set | 11.80 | .61/set | 12.20 | | | | |
| 51. | 10 boxes | 1/5 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 575 | 1.53/Bx | 15.30 | 1.19/Bx | 11.90 | 1.20/Bx | 12.00 | | | | |
| 52. | 10 boxes | 1/3 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 573 | 1.53/Bx | 15.30 | 1.19/Bx | 11.90 | 1.20/Bx | 12.00 | | | | |
| 53. | 10 boxes | 1/3 cut, 4 x 6 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 673 | 2.34/Bx | 23.40 | 1.81/Bx | 18.10 | 1.82/Bx | 18.20 | | | | |
| 54. | 10 boxes | 1/5 Cut, 4 x 6 Card Guides, Plain Blank Tab Buff, 100 per box | 2.34/Bx | 23.40 | 1.81/Bx | 18.10 | 1.82/Bx | 18.20 | | | | |
| 55. | 10 sets | Smead 6151-25, 4 x 6 Alphabetical Metal tabbed file guides, Sub. Barkley 615-25-1 | 1.71/set | 17.10 | 4.43/set | 34.30 | 3.55/set | 1.35.50 | | | | |
| 56. | 10 boxes | 1/3 cut, 5 x 8 Card Guides, plain blank tab, Buff 100 per box, Sub. Barkley 873 | 3.11/Bx | 31.10 | 2.90/Bx | 29.00 | 2.64/Bx | 26.40 | | | | |
| 57. | 30 sets | 4 x 6 Plastic tabbed card guides, Buff Alphabetical | 1.49/set | 44.70 | 1.16/set | 34.80 | 1.19/set | 1.35.70 | | | | |
| 58 | 30 sets | 5 x 8 Plastic tabbed card guides, Buff-Alphabetical | 1.69/set | 50.70 | 1.30/set | 39.30 | 1.35/set | 40.50 | | | | |
| 59. | 20 sets | 3 x 5 Plastic Tab Alphabetical Card Guides | 1.09/set | 21.80 | .82/set | 16.60 | .85/set | 17.00 | | | | |
| 60. | 20 sets | 5 x 8 Alphabetical, metal tabbed pressboard file guides, Sub. Barkley 815-25-1 | 2.17/set | 43.40 | 3.32/set | 76.40 | 3.23/set | 1.29.60 | | | | |
| 61. | 2000 | 3 x 5 White ruled cards, #110 index | 3.14/m | 32.25 | 1.20/m | 11.06 | 2.24/m | 1.14.41 | | | | |
| 62. | 2000 | 4 x 6 White ruled cards #110 index | 3.32/m | 1.9.71 | 1.71/m | 8.20 | 1.12/m | 1.5.51 | | | | |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Abbott | | Buckley | | R.B. Leimkuhler | | | | | |
| 63. | 3000 | 5 x 8 White ruled cards, #110 Index | 8.13/m | 24.39 | 4.47/m | 13.41 | 6.27/m | 18.81 | | | | |
| 64. | 5000 | 8½ x 11 National 14-281 White Faint Ruled, three ring filler paper | 11.31/m | 56.55 | 3.17/c | 15.85 | 10.18/m | 50.90 | | | | |
| 65. | 30 | National 45-604 Analysis Pads, Sub. Wilson Jones 7204 | 1.26/ea | 37.80 | 1.99/ea | 29.70 | 1.22/ea | 36.60 | | | | |
| 66. | 30 | National 45-607 Analysis Pads, Sub. Wilson Jones 7207 | 1.26/ea | 37.80 | 1.99/ea | 29.70 | 1.22/ea | 36.60 | | | | |
| 67. | 20 | Wilson Jones G7214D Analysis Pads | 1.33/ea | 37.00 | 1.99/ea | 19.90 | 1.22/ea | 24.40 | | | | |
| 68. | 40 | National 45-608 Analysis Pads, Sub. Wilson Jones 7208 | 1.26/ea | 50.40 | 1.99/ea | 39.60 | 1.22/ea | 48.80 | | | | |
| 69. | 75 | Wilson Jones 7513 Analysis Pads | 2.61/ea | 195.50 | 1.46/ea | 109.00 | 2.43/ea | 182.25 | | | | |
| 70. | 10 | G7608B Wilson Jones Analysis Pads | 1.61/ea | 16.10 | 1.13/ea | 11.17 | 1.47/ea | 14.70 | | | | |
| 71. | 10 | National 45-104 Analysis Pads, Sub. Wilson Jones 7604 | .92/ea | 9.20 | .76/ea | 7.60 | .93/ea | 9.30 | | | | |
| 72. | 30 | W.J. Columnar Pads #G7205 | 1.35/ea | 40.50 | 1.99/ea | 29.70 | 1.22/ea | 36.60 | | | | |
| 73. | 600 | Wilson Jones Columnar 10-3 sheets, 9½ x 11 7/8 | 5.36/c | 32.16 | 4.20/c | 22.06 | 5.63/c | 33.78 | | | | |
| 74. | 5 pkg. | G10-8 Ledger Sheets | 5.36/c | 26.80 | 4.50/c | 22.50 | 5.63/c | 28.15 | | | | |
| 75. | 70 dz. | 8½ x 11 Letter size ruled pads, yellow white #59-0250 | 2.67/dz | 186.90 | 2.20/dz | 153.36 | 2.54/dz | 177.80 | | | | |
| 76. | 100 dz. | 8½ x 14 Legal ruled pads, yellow, white | 3.85/dz | 385.00 | 3.13/dz | 313.20 | 3.79/dz | 379.00 | | | | |
| 77. | 100 dz. | 8½ x 11 Legal ruled pads, yellow, white #59-1280 | 2.67/dz | 267.00 | 2.70/dz | 270.52 | 3.51/dz | 351.00 | | | | |
| 78. | 1 gr. | 5 x 8 legal pads - Canary | 1.92/dz | 23.04 | 1.38/dz | 16.56 | 2.46/dz | 29.60 | | | | |
| 79. | 1 gr. | 5 x 8 Legal Pads - White | 1.92/dz | 23.04 | 1.38/dz | 16.56 | 2.46/dz | 29.60 | | | | |
| 80. | 600 | 8½ x 11 Acetate sheet protectors, for three ring binders, #313, .005 Ga. | .06/ea | 36.00 | .06/ea | 31.80 | .06/ea | 36.00 | | | | |
| 81. | 12 rls. | C R 16 Correction Tape | .44/rl | 5.28 | .50/rl | 4.68 | .51/rl | 6.12 | | | | |
| 82. | 10 | Paper Spindles | .75/ea | 7.50 | .55/ea | 5.57 | .61/ea | 6.10 | | | | |
| 83. | 60 | Ko-Rec-Type, all colors | .26/ea | 12.60 | .57/ea | 34.20 | .29/ea | 17.40 | | | | |
| 84. | 25 | Ko-Rec-Type, for Errors | .76/ea | 11.50 | .57/ea | 11.10 | .29/ea | 11.00 | | | | |
| 85. | 50 lbs. | Misc. Rubber Bands, size 10, 14, 16, 18, 32, 42, and 84 | 1.69/lb | 84.50 | 1.25/lb | 62.50 | 1.69/lb | 84.50 | | | | |

| ITEM | EST. QTY. | DESCRIPTION | Shed UNIT PRICE | Shed EST. TOTAL | Doubleday UNIT PRICE | Doubleday EST. TOTAL | Bus Equip UNIT PRICE | Bus Equip EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 86. | 16 | Weis #35 File Boxes, Sub. Hedges #1035 | 2.96/ea | 47.36 | 2.05/ea | 32.80 | 2.75/ea | 44.00 | | | | | |
| 87. | 16 | Weis #46 Storage Boxes with follow black for 4 x 6 cards, Sub. Hedges #1046 | 3.28/ea | 52.48 | 2.55/ea | 40.80 | 3.06/ea | 48.96 | | | | | |
| 88. | 10 | Weis #835 WG, Gray Metal File Boxes, for 3 x 5 Cards | 5.35/ea | 53.50 | 4.17/ea | 41.70 | 4.03/ea | 40.30 | | | | | |
| 89. | 20 | Weis #846 WG, Gray Metal File Boxes, for 4 x 6 Cards | 6.30/ea | 126.00 | 4.89/ea | 97.80 | 4.75/ea | 95.00 | | | | | |
| 90. | 20 | #523 - 3 x 5 File Boxes 3" Deep | 2.47/ea | 49.40 | 1.96/ea | 39.20 | 1.92/ea | 38.40 | | | | | |
| 91. | 10 | Weis #858 WG, Gray Metal File Boxes, for 5 x 8 Cards | 7.28/ea | 72.80 | 5.61/ea | 56.10 | 5.46/ea | 54.60 | | | | | |
| 92. | 18 | Hedges File Boxes #1058 | 3.70/ea | 66.60 | 2.91/ea | 52.38 | 3.75/ea | 67.50 | | | | | |
| 93. | 20 | 1210L Pronto File, Letter size with Metal Front Drawer Type | 8.76/ea | 175.20 | 6.84/ea | 136.80 | 8.31/ea | 166.20 | | | | | |
| 94. | 16 | 1510L Pronto Files, Legal size with metal front drawer type | 10.68/ea | 170.88 | 8.73/ea | 139.68 | 10.18/ea | 162.88 | | | | | |
| 95. | 20 | #2 Liberty Storage Boxes | 1.55/ea | 31.00 | 1.355/ea | 27.10 | 1.60/ea | 32.00 | | | | | |
| 96. | 60 | #11 Liberty Storage Boxes | 2.00/ea | 120.00 | 1.736/ea | 104.16 | 2.06/ea | 123.60 | | | | | |
| 97. | 50 | #12 Liberty Storage Boxes | 2.22/ea | 111.00 | 1.915/ea | 95.75 | 2.28/ea | 114.00 | | | | | |
| 98. | 50 | #15 Liberty Storage Boxes | 1.68/ea | 84.00 | 1.465/ea | 73.35 | 1.74/ea | 87.00 | | | | | |
| 99. | 20 | #18 Liberty Storage Boxes | 1.56/ea | 31.20 | 1.366/ea | 27.32 | 1.62/ea | 32.40 | | | | | |
| 100. | 30 | 6 x 9 Clipboards, #203 | .75/ea | 22.50 | .548/ea | 16.44 | .61/ea | 18.30 | | | | | |
| 101. | 30 | Letter size Clipboards | .79/ea | 23.70 | .582/ea | 17.46 | .62/ea | 18.60 | | | | | |
| 102. | 40 | Legal Size Clipboards | .84/ea | 33.60 | .828/ea | 33.12 | .68/ea | 27.20 | | | | | |
| 103. | 30,000 | #1 Paper Clips | 1.45/m | 43.50 | .90/m | 27.00 | 1.32/m | 39.60 | | | | | |
| 104. | 24 bx. | #1 Paper Clamps (12 to box) | .45/bx | 10.80 | .40/bx | 9.60 | .42/bx | 10.08 | | | | | |
| 105. | 4,000 | #3 Paper Clips, 7/8" long | 1.45/m | 5.80 | 1.15/m | 4.60 | 1.32/m | 5.28 | | | | | |
| 106. | 2,000 | Jumbo Paper Clips, 2" Long | 3.00/m | 10.00 | 3.30/m | 6.60 | 3.28/m | 10.36 | | | | | |
| 107. | 4 dz. | Magnetic Clips with 1¼" Clamp Hunt PE 2026, or equivalent | 3.00/dz | 12.00 | 3.68/dz | 14.51 | 3.88/dz | 15.50 | | | | | |
| 108. | 24 | Magnetic Paper Clip Holders | .75/ea | 18.00 | .84/ea | 20.16 | .85/ea | 19.20 | | | | | |
| 109. | 4 dz. | Magnetic clips with 2¼" Clamp Hunt PE 2027 or equivalent | 4.28/dz | 17.12 | 4.97/dz | 19.88 | 5.01/dz | 20.04 | | | | | |

| ITEM | EST. QTY. | DESCRIPTION | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 110. | 8 dz. | #2 Binder Clip-Clamps | .55/dz | 4.40 | .52/dz | 4.16 | .66/dz | 5.28 | | | |
| 111. | 4 dz. | #5 Binder Clip-Clamps L.E.B. | .75/dz | 3.00 | .80/dz | 3.20 | 1.16/dz | 4.64 | | | |
| 112. | 4 dz. | #10 Binder Clip-Clamps | 1.80/dz | 7.20 | 2.02/dz | 8.08 | 2.24/dz | 1.44 | | | |
| 113. | 50 | #1 Stamp Pads, Black & Red | .75/ea | 37.50 | .52/ea | 26.50 | .67/ea | 33.50 | | | |
| 114. | 20 | #2 Stamp Pads, Black & Red | 1.03/ea | 20.60 | .72/ea | 14.40 | 1.02/ea | 20.40 | | | |
| 115. | 50 | ½" Scotch Tape Dispensers, H-126 | .36/ea | 18.00 | .29/ea | 14.50 | .25/ea | 12.50 | | | |
| 116. | 50 | 3/4" Scotch Tape Dispensers, H-127 | .36/ea | 18.00 | .29/ea | 14.50 | .25/ea | 12.50 | | | |
| 117. | 6 | C-20 Tape Dispensers | 5.64/ea | 33.84 | 4.40/ea | 26.40 | 4.98/ea | 29.74 | | | |
| 118. | 4 dz. | #100 Pink Pearl Erasers | 2.44/dz | 9.76 | 1.82/dz | 7.28 | 2.10/dz | 8.40 | | | |
| 119. | 10 dz. | #7099B AW Faber Eraser Sticks, with Brush Sub. Venus | 3.15/dz | 31.50 | 3.72/dz | 37.20 | 2.99/dz | 29.90 | | | |
| 120. | 2 gr. | Pencil Tip Wedge Erasers | 4.19/gr | 8.38 | 5.23/gr | 6.46 | 3.88/gr | 7.76 | | | |
| 121. | 4 dz. | #211 Art Gum Erasers | 2.49/dz | 9.96 | 2.32/dz | 9.28 | 2.64/dz | 10.56 | | | |
| 122. | 6 dz. | #7077B Erasers | 3.15/dz | 18.90 | 2.72/dz | 16.32 | 2.64/dz | 15.84 | | | |
| 123. | 2 dz. | #400 Eberhard Faber Pink Pearl Erasers | 3.15/dz | 6.30 | 2.55/dz | 5.10 | 2.95/dz | 5.90 | | | |
| 124. | 2 dz. | #1207 Eberhard Faber Erasers | 3.35/dz | 6.70 | 2.57/dz | 5.14 | 2.99/dz | 5.98 | | | |
| 125. | 4,000 | #3 Round Head Brass Fastners | 7.68/M | 30.72 | 6.39/M | 25.56 | 8.34/M | 33.36 | | | |
| 126. | 8 bx. | #22 Acco Fastners, 50 per box | 1.95/bx | 15.60 | 1.25/bx | 10.00 | 1.48/bx | 11.84 | | | |
| 127. | 10 dz. | Parr Swingline Finger Tips, size 11, 11½, 12, 13 and 13A | 1.15/dz | 11.50 | .93/dz | 9.30 | 1.10/dz | 11.00 | | | |
| 128. | 6 | Liberty #76, 7 x 5 metal copy holder | 1.50/ea | 9.00 | 1.49/ea | 8.94 | 1.56/ea | 9.36 | | | |
| 129. | 20 bx. | Push Pins Assorted Colors | 1.85/bx | 37.00 | 1.40/bx | 28.00 | 2.31/bx | 46.20 | | | |
| 130. | 60 | Letter size, desk trays, gray #1600 Eldon | 1.70/ea | 102.00 | 1.33/ea | 79.80 | 1.68/ea | 100.80 | | | |
| 131. | 20 | Eldon Desk Trays, Legal #1604 | 3.40/ea | 68.00 | 2.67/ea | 53.40 | 3.36/ea | 67.20 | | | |
| 132. | 20 pkg. | Avery ¼" dots, white | 1.40/pkg | 28.00 | 1.10/pk | 22.00 | 1.09/pk | 21.80 | | | |
| 133. | 20 pkg. | Avery ¼" dots, colors | 1.40/pkg | 28.00 | 1.10/pk | 22.00 | 1.18/pk | 23.60 | | | |
| 134. | 20 pkg. | Avery 3/4" dots, colors | 1.65/pkg | 33.00 | 1.07/pk | 21.40 | 1.54/pk | 30.80 | | | |
| 135. | 2 dz. | Smead Spi-Roll Labels, Cherry, Blue, & Buff | 6.72/dz | 13.44 | 5.12/dz | 10.24 | 5.32/dz | 10.64 | | | |

| ITEM | EST. QTY | DESCRIPTION | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Stuart | | Bradley | | Penn Envir | | | | | |
| 136. | 40 pkg. | Labels, Avery Self-Adhesive, unprinted S-6432 | 1.75/pkg | 70.00 | 1.11/pk | 44.80 | 1.68/pk | 67.20 | | | | |
| 137. | 40 pkg. | Labels, Avery Self-Adhesive, unprinted 5375 | 1.55/pkg | 62.00 | 1.38/pk | 55.20 | 1.71/pk | 68.40 | | | | |
| 138. | 6 | "Cavalier" List-finders, complete | 11.20/ea | 67.20 | 9.20/ea | 55.80 | 10.80/ea | 64.80 | | | | |
| 139. | 8 | List Finders refills, Cavalier Model | 2.40/ea | 19.20 | 1.85/ea | 14.80 | 2.16/ea | 17.28 | | | | |
| 140. | 10 | Bates List Finders, "Director" Model - complete | 7.39/ea | 73.90 | 5.75/ea | 57.50 | 6.84/ea | 68.40 | | | | |
| 141. | 8 | List Finders Refills, "Director" Model | 2.40/ea | 19.20 | 1.80/ea | 14.40 | 2.16/ea | 17.28 | | | | |
| 142. | 6 bx. | 3631 Carter's Purple Ditto Masters, 8½ x 11 Sub. Allied | 4.99/bx | 29.94 | 5.10/bx | 30.60 | 3.96/bx | 23.76 | | | | |
| 143. | 30 dz. | Felt-tipped Markers, Pencil type, Estabrook, various colors, Sub. Dri-Mark PR & PFR | 3.80/doz | 114.00 | 2.96/dz | 88.80 | 3.84/dz | 115.20 | | | | |
| 144. | 30 dz. | Markers, All-Rite Fine Line, Sprite Orange | 2.50/dz | 75.00 | 2.50/dz | 75.00 | 2.58/dz | 77.40 | | | | |
| 145. | 24 | Sterling Master Envelopes, Moistened (Plastic tube with sponge) | .36/ea | 8.64 | .22/ea | 5.28 | .36/ea | 8.64 | | | | |
| 146. | 40 gr. | Black Lead Pencils, Ticonderoga #2, 2½, & 3. | 10.55/gr | 422.00 | 11.42/gr | 456.80 | 10.95/gr | 438.00 | | | | |
| | | | | | Underlay | 4.38/gr | | | | | | |
| 147. | 50 dz. | Eagle Veri-Thin Pencils, with erasers, various colors | 1.49/doz | 74.50 | 1.28/dz | 64.00 | 2.62/dz | 131.00 | | | | |
| 148. | 20 dz. | Eagle Veri-Thin Pencils, without erasers, various colors | 1.49/doz | 29.80 | 1.18/dz | 23.60 | 2.62/dz | 52.40 | | | | |
| 149. | 8 dz. | A.W. Faber-Castell Drawing Pencils 2H & 3H | 2.95/dz | 23.60 | 3.02/dz | 24.16 | 3.09/dz | 24.72 | | | | |
| 150. | 60 dz. | All-Rite Office Riters, Extra fine line, #522, #542, Colors Red, Blue & Black | 2.59/doz | 154.20 | 2.34/dz | 155.40 | 2.79/dz | 167.40 | | | | |
| 151. | 60 dz. | S54E Med. All Rite Pens | 1.80/doz | 108.00 | 2.02/dz | 121.20 | 2.16/dz | 129.60 | | | | |
| 152. | 1 gr. | #207 Magic Marker - All Colors | 38.88/gr | 38.88 | 4.36/dz | 28.32 | 32.44/gr | 32.44 | | | | |
| 153. | 4 dz. | Universal Refills for Ball Point Pens, Medium point, Blue, Black and Red | 3.30/doz | 13.20 | 3.18/dz | 13.12 | 3.60/dz | 14.40 | | | | |
| 154. | 7 dz. | Magic Markers Wide Nib. | 2.70/doz | 18.21 | 2.38/dz | 16.66 | 2.72/dz | 19.04 | | | | |
| 155. | 4 dz. | Pentel Rolling Riter Assorted Colors #R-100 | 4.14/doz | 16.56 | 6.23/dz | 24.92 | 5.14/dz | 20.56 | | | | |
| 156. | 2 grs. | Wonder Riters Assorted Colors | 49.32/gr | 98.64 | 3.96/dz | 95.04 | 34.20/gr | 68.40 | | | | |
| 157. | 1 gr. | Liady Medium Pens #460M Assorted Colors | 49.32/gr | 49.32 | 3.90/dz | 46.80 | 41.6/gr | 41.64 | | | | |
| 158. | 10 [illegible] | Pentel Eraser-Refills | .34/ea | 3.40 | .23/ea | 2.30 | .31/ea | 3.10 | | | | |
| | | | | | All Grades Same Price | | | | | | | |

| ITEM | EST. QTY. | DESCRIPTION | Quick UNIT PRICE | Quick EST. TOTAL | Fr. Rodney UNIT PRICE | Fr. Rodney EST. TOTAL | Pen Equip UNIT PRICE | Pen Equip EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 159. | 1 dz. | Sta-Put Pen and Anchors - W. T. Rogers | 1.39/ea | 16.68 | 1.14/ea | 13.41 | 1228/dz | 12.28 | | | | | | |
| 160. | 2 dz. | Sta-Put Pen Refills - W. T. Rogers | .52/ea | 12.48 | .492/ea | 10.08 | 6.48/dz | 12.96 | | | | | | |
| 161. | 60 dz. | Bic Pens, Medium Point | 1.75/dz | 105.00 | .81/dz | 48.60 | 2.04/dz | 122.40 | | | | | | |
| 162. | 60 dz. | Bic Pens, Fine Point | 1.95/dz | 117.00 | .81/dz | 48.60 | 2.40/dz | 144.00 | | | | | | |
| 163. | 4 dz. | Papermate Pens, Refillable Ball Point | 8.20/dz | 32.80 | 4.68/dz | 18.72 | 7.68/dz | 30.72 | | | | | | |
| 164. | 36 | Pental Sharp 5 Eversharps | 1.45/ea | 70.20 | 1.04/ea | 37.44 | 1.64/ea | 59.04 | | | | | | |
| 165. | 30 tubes | Pental Lead for Sharp 5 Pencils | .49/ea | 14.70 | .36/ea | 10.80 | .44/tube | 13.20 | | | | | | |
| 166. | 4 dz. | Dri-Mark Nylon Tip Pen , Various Colors | 3.50/dz | 14.00 | 1.12/dz | 4.48 | 2.58/dz | 10.32 | | | | | | |
| 167. | 20 | Medium Priced Metal Letter Openers | .37/ea | 7.40 | .31/ea | 6.20 | .45/ea | 9.00 | | | | | | |
| 168. | 2 ct. | #2 Dennison gummed Reinforcements, 72 boxes to a carton | 14.40/ctn | 28.80 | 11.29/ctn | 22.58 | 9.49/ctn | 18.98 | | | | | | |
| 169. | 24 | 12" Wood Ruler, with double metal edge | .39/ea | 9.36 | .287/ea | 7.68 | .42/ea | 10.08 | | | | | | |
| 170. | 24 | 15" Wood Ruler, with double metal edge | .44/ea | 10.56 | .38/ea | 9.12 | .54/ea | 12.96 | | | | | | |
| 171. | 24 | 18" Wood Ruler, with double metal edge | .50/ea | 12.00 | .41/ea | 9.84 | .64/ea | 15.36 | | | | | | |
| 172. | 20 | 10" straight scissors, medium priced | 3.70/ea | 74.00 | 1.97/ea | 39.40 | 3.40/ea | 68.00 | | | | | | |
| 173. | 36 | #30 Acco Staplers #73304 | 7.64/ea | 275.04 | 5.67/ea | 204.12 | 7.09/ea | 255.24 | | | | | | |
| 174. | 50 bx. | Staples for #4 Swingline Staplers | .60/Bx | 30.00 | .468/Bx | 23.40 | .60/Bx | 30.00 | | | | | | |
| 175. | 10 bx. | Ace #700 undulated staples | 1.19/Bx | 11.90 | .78/Bx | 9.00 | 1.38/Bx | 13.80 | | | | | | |
| 176. | 6 | #702 Ace Clipper Stapler | 5.97/ea | 5.582 | 4.53/ea | 27.30 | 6.13/ea | 36.78 | | | | | | |
| 177. | 40 | Ace Standard #600 Staple Removers | .47/ea | 18.00 | .35/ea | 14.00 | .41/ea | 19.00 | | | | | | |
| 178. | 20 | Pencil Sharpener, Boston 1068, self-feed Beige color, vacuum Base | 7.40/ea | 148.00 | 5.16/ea | 103.20 | 5.28/ea | 105.60 | | | | | | |
| 179. | 10 | Desk Organizers K3-20HV-GRA | 11.90/ea | 119.00 | 7.47/ea | 74.70 | 9.50/ea | 95.00 | | | | | | |
| 180. | 10 | Desk Organizers #306 | 7.80/ea | 78.00 | 6.24/ea | 62.40 | 6.54/ea | 65.40 | | | | | | |
| 181. | 4 rls. | #710 Scotch Tape, 2" wide x 72 yds. black pressure | 11.98/rl | 47.92 | 8.00/rl | 32.00 | 4.16/rl | 16.64 | | | | | | |
| 182. | 80 | #810 Mending Tape, ¾" x 1296" | .72/ea | 57.60 | .54/ea | 43.20 | .67/ea | 53.60 | | | | | | |
| 183. | 60 | #810 Mending Tape 3/4" x 300" with Dispenser | .37/ea | 22.20 | 24 2/ea 12 pkgs. | 24.00 | .55/ea | 33.00 | | | | | | |

| ITEM | EST. QTY. | DESCRIPTION | Alrex UNIT PRICE | Alrex EST. TOTAL | Doubleday UNIT PRICE | Doubleday EST. TOTAL | Bus. Equipt UNIT PRICE | Bus. Equipt EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 184. | 150 | #810 Mending Tape, 3/4 x 1296" | .99/ea | 148.50 | .94/ea | 141.00 | (.89)/ea | 133.50 | | | | | |
| 185. | 20 | #810 Mending Tape 3/4" x 2592" | 1.74/ea | 34.80 | 1.65/ea | 33.00 | (1.56)/ea | 31.20 | | | | | |
| 186. | 70 | #600 Scotch Tape, ½"x1296" | .54/ea | 37.80 | .52/ea | 36.40 | (.49)/ea | 34.30 | | | | | |
| 187. | 50 | #600 Scotch Tape, 3/4" x 1296" | .73/ea | 36.50 | .69/ea | 34.50 | (.66)/ea | 33.00 | | | | | |
| 188. | 20 | #600 Scotch Tape, 3/4" x 2592" | 1.16/ea | 23.20 | 1.07/ea | 21.40 | (1.04)/ea | 20.80 | | | | | |
| 189. | 50 | #230 Scotch Brand Drafting Tape, 3/4" x 60 yds. rolls | 1.43/ea | 71.50 | 1.61/ea | 80.50 | (1.09)/ea | 54.50 | | | | | |
| 190. | 30 | #230 Scotch Brand Drafting Tape, 1" x 60 Yard Rolls | 1.78/ea | 53.40 | 2.00/ea | 60.00 | (1.37)/ea | 41.10 | | | | | |
| 191. | 100 ft. | Magnetic Tape - ½" Wide | No | Bid | .27/ft | 27.00 | (.18)/ft | 18.00 | | | | | |
| 192. | 40 rls. | ½" Wide Dymo Tape, Black, Blue, Green & Brown | .74/ea | 29.60 | (.45)/rl | 18.00 | .57/rl | 22.80 | | | | | |
| 193. | 40 rls | 3/8" Wide Dymo Tape, Black, Blue, Green & Brown | .94/ea | 37.60 | (.56)/rl | 22.40 | .72/rl | 28.80 | | | | | |
| 194. | 20 rls | ½" Dymo Tape, Assorted Colors | 1.20/rl | 24.00 | (.70)/rl | 14.00 | .92/rl | 18.40 | | | | | |
| 195. | 1 dz. | Engrs. Scales & Cases (3 sided) | No | Bid | 1.28/ea | 15.36 | 17.76/dz | 17.76 | | | | | |
| 196. | 30 bx. | ½" Clear Index Tabbing, 5 ft. per box | .65/bx | 19.50 | (.53)/bx | 15.90 | .65/bx | 19.50 | | | | | |
| 197. | 20 bx. | Index Tabs, Various Colors, #381, #382, #383, 385 and 387, 5 ft. per box | .65/bx | 13.00 | .84/bx | 16.80 | (.65)/bx | 13.00 | | | | | |
| 198. | 24 rls. | #880, 3/4" x 60 yd., Filament tape, Scotch Brand | 2.30/rl | 55.20 | 2.48/rl | 59.52 | (1.87)/rl | 44.88 | | | | | |
| 199. | 12 | #18 Polished Cotton Twine ½" Balls | (1.15)/ea | 13.80 | 1.33/ea | 15.96 | 1.36/ea | 16.32 | | | | | |
| 200. | 12 | 2½ lb. Cones of 20 Ply Cotton Twine | No | Bid | 6.00/ea | 72.00 | 7.09/ea | 85.08 | | | | | |
| 201. | 30 | 19 x 24 Green Desk Pad Blotters | (.15)/ea | 4.50 | .18/ea | 5.40 | .23/ea | 6.90 | | | | | |
| 202. | 50 | 19 x 24 Desk Pads, Green 21403 | (1.95)/ea | 97.50 | 2.08/ea | 104.00 | 1.96/ea | 98.00 | | | | | |
| 203. | 100 | 19 x 24 Acetate Desk Pad Covers, .0075 thick | .65/ea | 65.00 | (.43)/ea | 43.00 | .50/ea | 50.00 | | | | | |
| 204. | 10 | Rubber Pads for Under Typewriters | 1.60/ea | 16.00 | (.95)/ea | 9.50 | 1.56/ea | 15.60 | | | | | |
| 205. | 6 | X6-403CR, ¼" Clipper type paper punches | .69/ea | 4.14 | (.62)/ea | 3.72 | .84/ea | 5.04 | | | | | |
| 206. | 30 | Write-O-Folio Jr. | 1.45/ea | 43.50 | (.99)/ea | 29.70 | 1.23/ea | 36.90 | | | | | |
| 207. | 30 | Write-O-Folio Legal size | 3.25/ea | 97.50 | 2.05/ea | 61.50 | 2.04/ea | 61.20 | | | | | |
| 208. | 40 | Write-O-Folio Letter Size | 2.50/ea | 100.00 | (1.84)/ea | 73.60 | 1.97/ea | 78.80 | | | | | |
| 209. | 1 gr. | Liquid Paper - White | 86.00/gr | 86.00 | (.50)/ea | 72.00 | 95.04/gr | 95.04 | | | | | |

| ITEM | EST. QTY. | DESCRIPTION | Hart UNIT PRICE | Hart EST. TOTAL | Doubleday UNIT PRICE | Doubleday EST. TOTAL | Rus. Equip. UNIT PRICE | Rus. Equip. EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 210. | 24 bt. | Liquid Paper Thinner | .29/bt | 6.96 | (26)/ea | 6.24 | .32/bt | 7.68 | | | | | |
| 211. | 60 btls | Liquid Paper - Copies Only | .60/bt | 36.00 | (55)/ea | 33.00 | .66/bt | 39.60 | | | | | |
| 212. | 60 btls. | Liquid Paper - In Colors | .70/bt | 42.00 | (62)/ea | 37.20 | .75/bt | 45.00 | | | | | |
| 213. | 30 gal. | Ditto Fluid, in 1 gallon jugs | 3.50/gal | 105.00 | (5.25)/gal | 66.00 | 2.45/gal | 73.50 | | | | | |
| 214. | 48 | Blue-Black Ink Cartridges | (34)/ea | 16.32 | .46/pk | 22.08 | .45/ea | 21.60 | | | | | |
| 215. | 20 | Stamp Pads Ink, in 1½ oz. bottles black & red | (48)/ea | 9.60 | .48/pk | 9.60 | .74/ea | 14.80 | | | | | |
| 216. | 4 dz. | Carter's Rubber Cement, 4 oz. bottles, Sub. Ross - Evans | 5.28/doz | 21.12 | (4.69)/doz | 18.76 | 5.76/dz | 23.04 | 11.76 | | | | |
| 217. | 10 | Empty Pint Jar, with Applicator Brush, for Carter's Rubber Cement | 2.92/ea | 29.20 | (1.92)/ea | 19.20 | 2.91/ea | 29.10 | | | | | |
| 218. | 4 | Carter's Rubber Cement, in 1 gallon containers | 5.34/ea | 21.36 | (1.58)/gl | 18.32 | 5.77/ea | 23.08 | | | | | |
| 219. | 4 | Carter's Rubber Cement Thinner, in 1 quart containers, Sub. Ross-Evans | 1.95/ea | 7.80 | (1.13)/ea | 4.52 | 1.38/ea | 5.52 | | | | | |
| 220. | 30 | Scat Typewriter Cleaner, 2 oz. Bottles | .85/ea | 25.50 | (.71)/ea | 21.30 | .73/ea | 21.90 | | | | | |
| 221. | 5,000 | Tag Wire, 12" 1000 per bundle | 2.95/m | 14.75 | (1.69)/m | 8.45 | 2.52/m | 12.60 | | | | | |
| 222. | 40 pcs. | Poster Board 22" x 28" White | .31/ea | 12.40 | .27/ea | 10.80 | (24)/ea | 9.60 | | | | | |
| 223. | 20 bx. | Large Thumb Tacks, #4, 100 per box | (40)/bx | 8.00 | .45/bx | 9.00 | .46/bx | 9.20 (10.06 ea) | ? | | | | |
| 224. | 10 dz. | Map Tacks, Assorted Colors | 1.68/bx | 1.68/bx | 1.13/dz | 4.30 | (1.08)/dz | 10.80 | | | | | |
| 225. | 20 sets | C1-213-8 Alco Indexes | .69/set | 13.80 | .60/st | 12.00 | (38)/set | 7.60 | | | | | |
| 226. | 15 cans | 3M Desk & Office Cleaners | 1.39/ea | 20.85 | (1.10)/ea | 16.50 | 1.14/ea | 17.10 | | | | | |
| 227. | 4 sets | 9" High Metal Bookends | 2.95/set | 11.80 | (2.26)/st | 9.04 | 2.31/set | 9.24 | | | | | |
| 228. | 8 sets | 5" High Metal Bookends | .85/set | 6.80 | .84/st | 6.72 | (81)/set | 6.48 | | | | | |
| 229. | 10 | 15" Waste Baskets | 3.50/ea | 35.00 | (1.77)/ea | 17.70 | 1.89/ea | 18.90 | | | | | |
| 230. | 10 | 12½" Waste Baskets | 3.40/ea | 34.00 | (1.21)/ea | 12.10 | 1.29/ea | 12.90 | | | | | |
| 231. | 40 | 47-812 Binders | .76/ea | 30.40 | (.62)/ea | 24.80 | 1.11/ea | 44.40 | | | | | |
| 232. | 18 | 241-40N Post Binders | 8.69/ea | 14.562 | (2.33)/ea | 113.94 | 7.68/ea | 138.24 | | | | | |
| 233. | 6 | LV-219-A Legal Accordion File Alphabetized | 5.70/ea | 34.20 | (4.47)/ea | 26.82 | 6.16/ea | 36.96 | | | | | |
| 234. | 6 | R217A, Accordion or expanding files, letter size alphabetized | 4.00/ea | 24.00 | (3.15)/ea | 18.90 | 4.20/ea | 25.20 | | | | | |

| ITEM | EST. QTY. | DESCRIPTION | Sheet UNIT PRICE | Sheet EST. TOTAL | Doubleday UNIT PRICE | Doubleday EST. TOTAL | Bern. Egypt UNIT PRICE | Bern. Egypt EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE | EST. TOTAL | UNIT PRICE |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 235. | 70 | Indexes 504-40M | 1.39/ea | 97.30 | 1.04/st | 72.80 | 1.32/ea | 92.40 | | | | | |
| 236. | 6 dz. | Flash 32 Markers | 2.99/dz | 17.94 | 3.00/dz | 18.00 | 3.24/dz | 19.44 | | | | | |
| 237. | 5,000 | C-35 Roledex Cards | 5.95/M | 29.75 | 5.38/M | 26.90 | 5.47/M | 27.35 | | | | | |
| 238. | 1 Gross | Flash 30 Markers Assorted Colors | 30.00/gr | 30.00 | 2.50/dz | 30.00 | 30.96/gr | 30.96 | | | | | |
| 239. | 6 | 3 Hole Paper Punch Y4-33 | 5.80/ea | 34.80 | 4.36/ea | 26.16 | 6.37/ea | 38.22 | | | | | |
| 240. | 2 dz. | #1 Daters | 14.40/dz | 28.80 | 8.5/ea | 20.40 | 14.76/dz | 29.52 | | | | | |
| 241. | 2 dz. | #2 Daters | 17.40/dz | 34.80 | 1.02/ea | 24.48 | 19.20/dz | 38.40 | | | | | |
| 242. | 1M rools | 2¼" add. Machine Paper Single & White | .19/rl | 190.00 | .21/rl | 210.00 | .20/rl | 200.00 | | | | | |

COMPANY: _____ SIGNATURE: _____

TERMS: _____ DATE: _____

TOTAL AMOUNT $ 13,134.77 | $ ~~11,108.86~~ 11,101.51 | $ ~~12,588.61~~ 12,612.51 | $ | $ | $

ok

RECORDS OF BIDS ISSUED TO BIDDERS

BID NO. 469

ITEM: Office Supplies

DEPARTMENT: Office Service Dept.

OPEN DATE: 5/11/78 TIME: 10:30 A.M.

| VENDOR NAME & ADDRESS | DATE - NAME BID PICKED UP | CARDS MAILED | BID MAILED | RETURN |
|---|---|---|---|---|
| Business Equipment | Arden Ober 4-26-78 | 4/20/78 | | 5-10-78 |
| Boxbergers Inc. | | 4-20-78 | | |
| Doubleday Bros. & Co. | Tim Binkley 4/25/78 | 4/20/78 | | 5-11-78 |
| O'Reilly Office Supply Co. | | 4/20/78 | | |
| Shrex of Fort Wayne | Jack Shrex 5/4/78 | 4/20/78 | | 5/11/78 |
| Andrews Service & Supply | | 4/20/78 | | |
| Globe Printing | | 4/20/78 | | |
| Lewis & Christen Supply Co. | 5-1-78 Bill Hanna | 4/20/78 ~~5-1-78~~ | | |
| | | | | |
| | | | | |

66-34-19 5/31/78

# CITY OF FORT WAYNE
## CITY UTILITIES

DEPARTMENT OF PURCHASES
CITY—COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

ORIGINAL PURCHASE ORDER NO. B C013

This number must appear on each package, packing slip, invoice, bill of lading, express receipt and correspondence.

DATE May 26, 1978

Shrex of Fort Wayne
323 E. Berry St.
Fort Wayne, Ind. 46802

SHIP TO —

Office Services Dept.
Basement, City-County Bldg.
One Main St.
Fort Wayne, Ind. 46802

MAIL ALL INVOICES TO —
CITY UTILITIES
GENERAL ACCOUNTING
4th FLOOR CITY—COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

INVOICE IN DUPLICATE, INCLUDING CERTIFICATION AS REQUIRED BY INDIANA STATE BOARD OF ACCOUNTS

| QUANTITY RECEIVED | QUANTITY ORDERED | DESCRIPTION | ACC'T. OR W.O. NO. | UNIT PRICE | TOTAL |
|---|---|---|---|---|---|
| | | BLANKET ORDER FROM 7/1/78 to 7/1/79 for Office Supplies per attached spread sheet per Bid #469 | 154.12 | | |

APPROVED Board of Public Works

Henry P. Wehrenberg
Edward H. LaMar
Max J. Scott

Note: Only the circled items under your company name are to be ordered, as required, on a departmental purchase order against this blanket order.

Approximate value of this order based on estimated quantities is $2,109.42.

SUBJECT TO COUNCILMANIC APPROVAL

Per Bid Ref. #469
Net 30
F.O.B. Delivered

RW

ATTENTION!
Send all Invoices to General Accounting
4th Floor, City-County Bldg.
1 E. Main St.
Fort Wayne, Indiana 46802
Show P. O. Number on Packing Slip and Invoice.

NOTE: TERMS OF PAYMENT MUST BE SHOWN ON FACE OF INVOICE. OTHERWISE A 2% CASH DISCOUNT WILL BE TAKEN

BY _____
CITY UTILITIES PURCHASING AGENT

SUBJECT TO CONDITIONS ON REVERSE SIDE

FORM U-39

66-34-19 5/31/78

# CITY OF FORT WAYNE
## CITY UTILITIES

DEPARTMENT OF PURCHASFS
CITY—COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

ORIGINAL
PURCHASE ORDER NO. B 0011

This number must appear on each package, packing slip, invoice, bill of lading, express receipt and correspondence.

DATE May 26, 1978

Doubleday Brothers
437 E. Berry St.
Fort Wayne, Ind. 46802

SHIP TO —

Office Services Dept.
Basement, City-County Bldg.
One Main St.
Fort Wayne, INd. 46802

MAIL ALL INVOICES TO —
CITY UTILITIES
GENERAL ACCOUNTING
4th FLOOR CITY—COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802
INVOICE IN DUPLICATE, INCLUDING CERTIFICATION AS REQUIRED BY INDIANA STATE BOARD OF ACCOUNTS

| QUANTITY RECEIVED | QUANTITY ORDERED | DESCRIPTION | ACC'T. OR W.O. NO. | UNIT PRICE | TOTAL |
|---|---|---|---|---|---|
| | | BLANKET ORDER FROM 7/1/78 to 7/1/79 for Office Supplies per attached spread sheet per Bid #469 | 154.12 | | |

APPROVED
Board of Public Works

Henry P. Wehrenberg
Ernest H. LaMar
Max J. Scott

Note: Only the circled items under your company name are to be ordered, as required, on a departmental purchase order, against this blanket order.

Approximate value of this order based on estimated quantities is $7,080.59.

SUBJECT TO COUNCILMANIC APPROVAL

Per Bid Ref. #469
Net 30
F.O.B. Delivered

RW

ATTENTION!
Send all Invoices to General Accounting
4th Floor, City-County Bldg.
1 E. Main St.
Fort Wayne, Indiana 46802
Show P. O. Number on Packing Slip and Invoice.

NOTE: TERMS OF PAYMENT MUST BE SHOWN ON FACE OF INVOICE. OTHERWISE A 2% CASH DISCOUNT WILL BE TAKEN

BY _____
CITY UTILITIES PURCHASING AGENT

SUBJECT TO CONDITIONS ON REVERSE SIDE

FORM U 88

66-34-19 5/31/78

# CITY OF FORT WAYNE
## CITY UTILITIES

DEPARTMENT OF PURCHASES
CITY – COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

ORIGINAL
PURCHASE ORDER NO. B 0015

This number must appear on each package, packing slip, invoice, bill of lading, express receipt and correspondence.

DATE May 25, 1978

Business Equipment Co.
620 S. Calhoun St.
Fort Wayne, Ind. 46802

SHIP TO —

Office Services Dept.
Basement, City-County Bldg.
One Main St.
Fort Wayne, Ind. 46802

MAIL ALL INVOICES TO — CITY UTILITIES
GENERAL ACCOUNTING
4th FLOOR CITY – COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802
INVOICE IN DUPLICATE, INCLUDING CERTIFICATION AS REQUIRED BY INDIANA STATE BOARD OF ACCOUNTS

| QUANTITY RECEIVED | QUANTITY ORDERED | DESCRIPTION | ACC'T. OR W.O. NO. | UNIT PRICE | TOTAL |
|---|---|---|---|---|---|
| | | BLANKET ORDER FROM 7/1/78 to 7/1/79 for Office Supplies per attached spread sheet per Bid Ref. #469 | 154.12 | | |
| | | Note: Only the circled items under your company name are to be ordered, as required, on a departmental purchase order, against this blanket order. | | | |
| | | Approximate value of this order based on estimated quantities is $1,699.89. | | | |
| | | SUBJEC TO COUNCILMANIC APPROVAL | | | |
| | | Per Bid Ref. #469<br>Net 30<br>F.O.B. Delivered | | | |
| | | RW | | | |

APPROVED Board of Public Works
K. P. Wehrenberg
Edward W. LaMar
Mary J. Scott

ATTENTION!
Send all Invoices to General Accounting
4th Floor, City-County Bldg.
1 E. Main St.
Fort Wayne, Indiana 46802
Show P. O. Number on Packing Slip and Invoice.

NOTE: TERMS OF PAYMENT MUST BE SHOWN ON FACE OF INVOICE. OTHERWISE A 2% CASH DISCOUNT WILL BE TAKEN

BY _____
CITY UTILITIES PURCHASING AGENT

SUBJECT TO CONDITIONS ON REVERSE SIDE

FORM U-59

FORM U-46

# City Utilities

B 0015 - Business
B 0013 - Shop.
B 0014 - Doubleday

PURCHASE REQUISITION

Date 5-25-78

*Please order the following Material for Delivery as Specified:*

To be delivered to Office Service Dept. Req. No.

On or before P. O. No.

| QUANTITY | DESCRIPTION | DIST. NO. | DEPARTMENT ESTIMATED COST | |
|---|---|---|---|---|
| | Office Supplies for 1978-1979 | | | |
| | July 1st to June 30th. | | | |
| | Contract List (3 Bidders) | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| REMARKS: | | | | |
| | | | | |

I hereby certify that the work or supplies above specified are necessary for stock or use in this department.

Department

Dept. Head

Charge Light Water Sewage Rev

4097

TITLE OF ORDINANCE SPECIAL ORDINANCE - BLANKET PURCHASE ORDERS - CITY UTILITIES P. O. B-0013, SHREX, P. O. B-0014, DOUBLEDAY BROTHERS, P. O. B-0015, BUSINESS EQUIPMENT

DEPARTMENT REQUESTING ORDINANCE BOARD OF PUBLIC WORKS S-75-06-17

SYNOPSIS OF ORDINANCE BLANKET PURCHASE ORDERS - CITY UTILITIES PURCHASE ORDER NO. B-0013, SHREX OF FORT WAYNE, B-0014, DOUBLEDAY BROTHERS, B-0015, BUSINESS EQUIPMENT, FOR VARIOUS OFFICE SUPPLIES, PAPER, ENVELOPES, FOLDERS, DICTIONARIES, PENS, STORAGE BOXES, TAPE, ETC. FOR THE OFFICE SERVICES DEPARTMENT.

THE THREE COMPANIES SELECTED WERE THE LOWEST BIDDERS, AND ITEMS FOR WHICH THEY BID THE LOWEST PRICE WILL BE PURCHASED SPECIFICALLY FROM THAT SUPPLIER THUS INSURING ADDED SAVINGS.

(MEMORANDUM ATTACHED)

EFFECT OF PASSAGE ACQUISITION OF OFFICE SUPPLIES TO BE USED BY THE VARIOUS DEPARTMENTS

EFFECT OF NON-PASSAGE INTERRUPTION OF OFFICE OPERATIONS DUE TO INSUFFICIENT SUPPLIES

MONEY INVOLVED (DIRECT COSTS, EXPENDITURES, SAVINGS) CITY UTILITIES

ASSIGNED TO COMMITTEE

EP

CMH